



OAKWOOD COLLEGE BULLETIN 1975-1976

EIGHTIETH YEAR HUNTSVILLE, ALABAMA

IMPORTANT COMMUNICATION INFORMATION

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Academic Policies	Dean of Academic Affairs
Application for Admission	The Dean of Admissions
Part-Time Employment	The Director of Student Finance
Married Students' Housing	The Business Manager
Payment of Bills, Student Accounts	The Director of Student Finance
Student Transcripts, Credits, Grades	The Registrar
Dormitory Housing	The Dormitory Deans
Alumni Association	Alumni President

Mail Address:

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Huntsville, Alabama 35806

TELEPHONE DIRECTORY

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Edwards Hall (Upperclass Men)	(205) 837-1630, Ext. 236
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Cunningham Hall	(205) 837-2351
Edwards Hall	(205) 837-2250
Peterson Hall	(205) 837-2481

OAKWOOD COLLEGE BULLETIN

A Record of the Academic Year 1974-1975
Announcements for the Year 1975-1976



OAKWOOD COLLEGE
Huntsville, Alabama

Printed in U.S.A.

1975

JULY

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NOVEMBER

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DECEMBER

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TABLE OF CONTENTS

Academic Calendar	5
Board of Trustees	6
Executive Committee	6
Administration	7, 8
Administrative Council	8
Division Chairmen and Department Heads	9
Faculty of the College	10
Administrative Committees	18
Committees of the Faculty	18
Superintendents of Services	19
Welcome to Oakwood	20
Campus of Oakwood College	29
General Information	30
Accreditation	30
Objectives	30
Location	31
Veteran and Foreign Student Training	32
Buildings and Grounds	32
College Publications	33
Summer School	34
The Eva B. Dykes Library	34
Oakwood Academy	34
Alumni Association	34
Student Life	34
Guidance and Counseling Service	37
Governing Standards	37
Student Citizenship	38
Residence Halls	39
Apartments	39
Admissions Standards	40
Admission of Veterans	44
Admission of International Students	45
Academic Policies	46
Standards for Graduation	58
Curriculum Requirements	62
Bachelor of General Studies Degree	63
Suggested Program of Studies	63
Pre-Professional Curricula	65
Cooperative Programs	69

Departments of Instruction	72
Art	72
Behavioral Sciences	73
Biology	78
Business Administration	81
Business Education and Secretarial Science	84
Chemistry	89
Education	91
Vocational Education	97
English and Literature	97
Communications	100
Health and Physical Education	101
History and Political Science	103
Home Economics	107
Interdisciplinary Studies	111
Mathematics and Physics	112
Modern Languages	115
Music	116
Nursing	122
Religion and Theology	125
Financial Information	131
Charges Per Quarter	131
Housing	133
Incidental Fees	135
Refunds	136
Tithe	136
Property Insurance	136
Student Financial Aid	137
Scholarships and Loan Funds	137-140
Degrees Conferred, 1974	141
Geographical Distribution	145
Index	147-149

ACADEMIC CALENDAR

1975-1976

AUTUMN QUARTER — 1975

Aug. 27-30	Faculty Colloquium
Sept. 2-5	Freshman Orientation and Testing
Sept. 7-9	Registration
Sept. 10	Classes Begin
Sept. 19	Last Day to Register or Add a Course
Oct. 18	Graduate Record Examination
Oct. 19	English Proficiency Examination
Oct. 22	Last Day to Drop a Course Without Penalty
Oct. 24	Departmental Examinations for Credit
Nov. 10-21	Pre-registration for Winter Quarter
Nov. 17-21	Pre-examination Week
Nov. 23-26	Final Examinations
Nov. 26 <i>through</i>	End of Quarter

Dec 2

WINTER QUARTER — 1976

Jan. 4, 5	Registration
Jan. 6	Classes Begin
Jan. 10	Graduate Record Examination
Jan. 15	Martin Luther King's Birthday
Jan. 16	Last Day to Register or Add a Course
Jan. 25	English Proficiency Examination
Feb. 17	Last Day to Drop a Course Without Penalty
Feb. 20	Departmental Examinations for Credit
Feb. 23 - Mar. 5	Pre-registration for Spring Quarter
Feb. 22	Senior Presentation
Feb. 28	Graduate Record Examination (Aptitude Test Only)
Mar. 1-5	Pre-examination Week
Mar. 7-10	Final Examinations
Mar. 10	End of Quarter

SPRING QUARTER — 1976

Mar. 15, 16	Registration
Mar. 17	Classes Begin
Mar. 26	Last Day to Register or Add a Course
Apr. 18	English Proficiency Examination
Apr. 24	Graduate Record Examination
Apr. 28	Last Day to Drop a Course Without Penalty
Apr. 30	Departmental Examinations for Credit
May 10-21	Pre-registration for the Summer Session
May 10-21	Re-application for the Fall Quarter (Without Fee)
May 17-21	Pre-examination Week
May 23-26	Final Examinations
May 30	Commencement

SUMMER SESSION — 1976

June 7	Registration
June 8	Classes Begin
June 11	Last Day to Register or Add a Course
June 12	Graduate Record Examination
June 25	Last Day to Drop a Course Without Penalty
July 4, 5	Independence Holiday
July 14-16	Final Examinations
July 16	End of Session

BOARD OF TRUSTEES

W. R. Beach, <i>Chairman</i>	Washington, D. C.
W. S. Banfield, <i>Vice Chairman</i>	Decatur, Georgia
C. B. Rock, <i>Secretary</i>	Huntsville, Alabama
G. N. Banks	Glendale, California
V. W. Becker	Decatur, Georgia
C. E. Bradford	Washington, D. C.
E. U. Carter	Oberlin, Ohio
E. E. Cleveland	Washington, D. C.
H. L. Cleveland	Columbus, Ohio
W. J. Cleveland	Dallas, Texas
J. L. Dittberner	South Lancaster, Massachusetts
C. E. Dudley	Nashville, Tennessee
G. R. Earle	New York, New York
K. H. Emmerson	Washington, D. C.
J. R. Ford	San Diego, California
W. W. Fordham	Washington, D. C.
C. D. Henri	Washington, D. C.
M. E. Kemmerer	Washington, D. C.
F. Knittel	Collegedale, Tennessee
E. J. Lowe	Detroit, Michigan
S. D. Meyers	Kansas City, Missouri
G. J. Millet	Washington, D. C.
L. Palmer	Pine Forge, Pennsylvania
R. H. Pierson	Washington, D. C.
L. Quigley	Washington, D. C.
A. S. Rashford	New York, New York
V. L. Roberts	Richardson, Texas
H. H. Schmidt	Decatur, Georgia
J. R. Wagner	Chicago, Illinois
J. W. Warren	Willingboro, New Jersey
F. W. Wernick	Berrien Springs, Michigan
J. H. Whitehead	Decatur, Georgia
N. C. Wilson	Washington, D. C.
J. P. Winston	Nashville, Tennessee
R. L. Woodfork	Atlanta, Georgia

EXECUTIVE COMMITTEE

W. R. Beach, *Chairman*; W. S. Banfield, *Vice Chairman*; C. B. Rock, *Secretary*; V. W. Becker, C. E. Dudley, W. W. Fordham, M. E. Kemmerer, G. J. Millet, J. H. Whitehead, R. L. Woodfork.

ADMINISTRATION

OFFICERS OF THE COLLEGE

Calvin B. Rock, B.A., M.A., LL.D. President
Emerson A. Cooper, B.A., M.S., Ph.D. Dean of Academic Affairs
Claude Thomas, B.S., M.A. Dean of Student Affairs
Adell Warren, B.S. Business Manager
Harold L. Lee, B.A., M.A. Director of Development

ASSOCIATES AND ASSISTANTS IN ADMINISTRATION

Mervyn A. Warren, B.A., B.D., M.A., D.Min., Ph.D. Assistant
to the President
Roy E. Malcolm, B.Th., M.A., Ph.D. Dean of Admissions
Director of Summer School
Lillian Green, B.S. Registrar
R. Timothy McDonald, B.S., M.S., Ed.D. Title III Coordinator
Paul S. Brantley, B.A., M.A., Ph.D. Director of
Institutional Research
Lawrence C. Jacobs, Jr., B.A., M.B.A. Associate Director of
Institutional Research (BHE & CORT)
William R. Wright, B.A., M.A. Principal of Demonstration School
Alice B. Brantley, B.S., M.A. Assistant Principal of
Demonstration School
Roger D. Mikesell, B.S. Director of Computer Center
Richard S. Norman, B.A., M.B.A. Comptroller
Leroy Hampton, B.S. Director of Student Finance
Jonathan E. Roache, B.A., M.A. Assistant Director of Development
(Alumni Affairs and Recruiting)
K. Eugene Forde, B.A., M.A. Assistant Director of Development
(Publications)
Jannith L. Lewis, B.A., M.A. in L.S. Librarian
Violin Plummer, B.A., M.A., M.L.S. Associate Librarian
John O. U. Odiase, B.A., M.A., M.S.L. Assistant Librarian
Mabel R. Norman, B.S., M.S. in L.M. Media Specialist
Clara P. Rock, B.A. Archivist
David L. Taylor, B.A., M.A. Acting College Chaplain
Harry D. Dobbins, Jr. Director of Physical Plant
Clarence E. Ates, B.S., M.S. Director of Guidance Services
Zeola B. Allston, B.A. Director of Student Activities
Ruth N. Stafford, R.N., B.S., M.A. Director of Health Service

Ruth Warren, R.N., B.G.S. Associate Director of Health Service
 ** College Physician
 Robert Hines, B.S., R.D. Director of Food Service
 Joseph Dailey, Jr. Assistant Director of Food Service
 Winton J. Forde, B.S. Dean of Men
 Dorothy Holloway Dean of Women
 Kermit L. Carter, B.A. Director of Cunningham Hall
 Rita R. Jones Director of Peterson Hall
 ** Associate Director, Edwards Hall
 Lovey Verdun, B.S. Associate Director, Carter Hall
 Leonard Tucker, B.A. Associate Director, Cunningham Hall
 Ruth L. Dupré, C.S.W. Associate Director, Peterson Hall

** To be supplied.

ADMINISTRATIVE COUNCIL

C. Rock, *Chairman*; J. Roache, *Secretary*; Z. Allston, C. Ates, D. Blake, D. Brooks, K. Carter, E. Cooper, R. Dupré, W. Forde, E. Gooding, L. Green, L. Hampton, D. Holloway, R. Jones, H. Lee, J. Lewis, R. Malcolm, N. Marshall, T. McDonald, L. Mulraine, R. Norman, L. Quirante, E. Roache, E. Rogers, D. Smith, D. Taylor, C. Thomas, L. Tucker, USM Sponsor, G. Valentine, L. Verdun, A. Warren, M. Warren, W. Wright.

DIVISION CHAIRMEN AND DEPARTMENT HEADS

APPLIED SCIENCES AND EDUCATION

Lu L. Quirante, Ed.D.

Department of Business Administration

†Lawrence C. Jacobs, Jr., M.B.A.

Department of Business Education and Secretarial Science

Rosa T. Banks, Ed.D.

Department of Education Lu L. Quirante, Ed.D.

Inner College Beverly McDonald, M.Ed.

BEHAVIORAL AND SOCIAL SCIENCES

†Earl M. Gooding, Ph.D.

Department of Behavioral Sciences .. †Raymond A. Winbush, M.A.

Department of History and Political Science

Clarence J. Barnes, Ed.S.

HUMANITIES

Lloyd E. Mulraine, M.A.

Department of English Lloyd E. Mulraine, M.A.

Department of Music Inez L. Booth, M.A.

NATURAL SCIENCES AND MATHEMATICS

Donald F. Blake, Ph.D.

Department of Biology †Donald F. Blake, Ph.D.

Department of Chemistry David Richardson, Ph.D.

Department of Home Economics Ruth Faye Davis, M.A.

Department of Mathematics and Physics John A. Blake, Ed.S.

Department of Nursing Edna P. Roache, M.Ed.

RELIGION AND THEOLOGY

Mervyn A. Warren, Ph.D.

† Acting Department Head

PROFESSORS EMERITI

- CARL D. ANDERSON, Ph.D. Professor Emeritus of History
B.Th., Pacific Union College, 1934; B.A., Pacific Union College, 1936; M.A., Andrews University, 1957; Ph.D., American University, 1960. (1968-1975)
- JOHN J. BEALE, M.A. Professor Emeritus of Religion
B.A., Oakwood College, 1949; M.A., Seventh-day Adventist Theological Seminary, 1952. (1949-1975)
- ROBERT BUYCK, Ph.D. Professor Emeritus of French
Baccalaureat es Lettres-philosophie, University of Nancy, France, 1951; Licence es Lettres, University of Toulouse, 1962; Ph.D., University of Colorado, 1971. (1969-1975)
- EVA B. DYKES, Ph.D. Professor Emeritus of English
B.A., Howard University, 1914; B.S., Radcliffe College, 1917; M.A., Radcliffe College, 1918; Ph.D., Radcliffe College, 1921. (1944-1968, 1970-1973)
- M. IRENE WAKEHAM, Ph.D. Professor Emeritus of English
B.A., Andrews University, 1934; M.A., University of Southern California, 1939; Ph.D., Stanford University, 1965. (1971-1975)

FACULTY OF THE COLLEGE

- DONALD F. BLAKE, Ph.D. *Professor of Biology*
B.A., Oakwood College, 1953; M.Sc., Michigan State University, 1959; Ph.D., University of Rhode Island, 1965; Post Doctoral Studies, Ohio State University, 1967-1968. On staff 1969-1970 and since 1974.
- EMERSON A. COOPER, Ph.D. *Professor of Chemistry*
B.A., Oakwood College, 1949; M.S. in Chemistry, Polytechnic Institute of Brooklyn, 1954; Ph.D., Michigan State University, 1959. On staff since 1948.
- EARL M. GOODING, Ph.D. *Professor of Behavioral Sciences*
B.A., Atlantic Union College, 1957; M.A., Clark University, 1958; Ph.D., University of Connecticut, 1961; B.Litt., Oxford University, 1968. On staff since 1963.
- R. TIMOTHY McDONALD, Ed.D. *Professor of Education*
B.S., Oakwood College, 1963; M.S., Atlanta University, 1968; Ed.D., University of Miami, 1972. On staff 1966-1968 and since 1971.

- WILLIAM A. OSBORNE, Ph.D. *Adjunct Professor of
Business Administration*
Fellow, Institute of Bookkeepers, London, 1944; Fellow, Association of International Accountants, London, 1945; B.S., Fisk University, 1951; M.A., Fisk University, 1953; Ph.D., Clark University, 1956. On staff 1956-1965 and since 1969.
- LU L. QUIRANTE, Ed.D. *Professor of Education*
B.S.Ed., Philippine Union College, 1936; M.A., Far Eastern University, 1947; Ed.D., University of Maryland, 1953. On staff since 1966.
- CLARENCE T. RICHARDS, M.A., B.D. *Professor of Religion*
B.A., Emmanuel Missionary College, 1940; M.A., Seventh-day Adventist Theological Seminary, 1952; B.D., Andrews University, 1962. On staff since 1947.
- DAVID RICHARDSON, Ph.D. *Professor of Chemistry*
B.A., Oakwood College, 1965; M.S., Purdue University, 1967; Ph.D., Utah State University, 1972. On staff since 1967.
- ERNEST E. ROGERS, Ph.D. *Professor of Biblical Languages*
B.A., Union College, 1943; M.A., Seventh-day Adventist Theological Seminary, 1952; Ph.D., Michigan State University, 1967. On staff since 1945.
- MERVYN A. WARREN, D.Min., Ph.D. *Professor of Religion*
B.A., Oakwood College, 1957; M.A., Seventh-day Adventist Theological Seminary, 1959; B.D., Andrews University, 1961; Ph.D., Michigan State University, 1966; D.Min., Vanderbilt Divinity School, 1975. On staff since 1961.
-
- HAROLD L. ANTHONY, M.A. *Associate Professor of Music*
B.A., Pacific Union College, 1956; M.A., Columbia University, 1961; Doctoral Candidate, Columbia University. On staff since 1965.
- ROSA TAYLOR BANKS, Ed.D. *Associate Professor of
Secretarial Science*
B.S., Oakwood College, 1967; M.Ed., University of Pittsburgh, 1970; Ed.D., University of Pittsburgh, 1974. On staff since 1967.
- INEZ L. BOOTH, M.A. *Associate Professor of Piano and Organ*
B.A., Pacific Union College, 1937; M.A., Columbia University, 1954. On staff since 1939.

- FRANCES L. DAVIS, Ed.S. *Associate Professor of English*
B.S., Savannah State College, 1951; M.Ed., Florida A & M
University, 1962; Ed.S., University of Florida, 1974. On staff
since 1973.
- J. LEROY FISH, Ph.D. *Associate Professor of Biology*
B.S., Walla Walla College, 1965; M.A., Walla Walla College,
1967; Ph.D., Washington State University, 1972. On staff since
1972.
- DAVID GRANDISON, Ph.D. *Associate Professor of Biology*
B.A., Oakwood College, 1967; M.A., Andrews University,
1969; Ph.D., Wayne State University, 1974. On staff since
1969.
- ROSA L. HADLEY, Ed.D. ... *Associate Professor of Education and Music*
B.S., Fort Valley State, 1951; M.A., Columbia University,
1959; Ed.D., Wayne State University, 1972. On staff since 1973.
- MURRAY J. HARVEY, Ed.S. *Associate Professor of History*
B.A., Knoxville College, 1936; M.Litt., University of Pitts-
burgh, 1955; Ed.S., Ball State University, 1969. On staff since
1947.
- JANNITH L. LEWIS, M.A. in L.S. *Associate Professor (Library)*
B.S., University of Kansas, 1953; M.A. in L.S., Indiana Uni-
versity, 1955. On staff since 1953.
- ROY E. MALCOLM, Ph.D. *Associate Professor of Behavioral Sciences*
B.Th., Canadian Union College, 1962; M.A., Andrews Uni-
versity, 1963; Ph.D., Ohio State University, 1974. On staff
since 1968.
- NORWIDA A. MARSHALL, Ed.D. *Associate Professor of Education*
B.Sc., Tuskegee Institute, 1958; M.Ed., University of Pitts-
burgh, 1965; Ed.D., Highlands University, 1974. On staff
since 1967.
- DELMER G. ROSS, Ph.D. *Associate Professor of History and Spanish*
B.A., Pacific Union College, 1965; M.A., University of Cali-
fornia (Santa Barbara), 1967; Ph.D., University of California
(Santa Barbara), 1970. On staff since 1970.
- ROTHACKER C. SMITH, JR., Ed.S. *Associate Professor of Biology*
B.S., Emmanuel Missionary College, 1948; M.S., Michigan
State University, 1953; M.A., Fisk University, 1967; Ed.S.,
George Peabody College, 1969. On staff 1948-1955 and since
1962.

- FLORENCE M. WINSLOW, M.A. *Associate Professor of English*
B.A., Knoxville College, 1934; M.A., Atlanta University, 1941.
On staff since 1954.
-
- NIGEL BARHAM, M.A., B.D. *Assistant Professor of History*
B.D., London University (England), 1964; Diploma in Education, Birmingham University (England), 1965; M.A. Andrews University, 1968; Doctoral Candidate, University of Michigan. On staff since 1968.
- CLARENCE J. BARNES, Ed.S. *Assistant Professor of History*
B.A., Atlantic Union College, 1957; M.A., Howard University, 1960; Ed.S., Eastern Michigan University, 1968; Doctoral Candidate, Wayne State University. On staff since 1975.
- ALMA M. BLACKMON, M.A. *Artist in Residence*
B.S., Miner Teachers College, 1942; M.A., D. C. Teachers College, 1961; private study under Paul Hume (Catholic University) and Frederick Wilkerson, Thomas Kerr, and Cecil Cohen (Howard University). On staff since 1973.
- JOHN A. BLAKE, Ed.S. *Assistant Professor of Mathematics*
B.S., Howard University, 1963; M.S., Howard University, 1964; Ed.S., George Peabody College, 1974. On staff since 1964.
- FRANCES H. BLISS, M.S. *Assistant Professor of Education and Reading*
B.A., Oakwood College, 1948; M.S., A and T State University, 1974. On staff since 1974.
- PAUL S. BRANTLEY, Ph.D. *Assistant Professor of Education*
B.A., Atlantic Union College, 1966; M.A., Andrews University, 1972; Ph.D., Ohio State University, 1975. On staff since 1974.
- OLIVER J. DAVIS, M.A. *Assistant Professor of English*
B.A., Oakwood College, 1953; B.A., Pacific Union College, 1957; M.A., Atlanta University, 1970. On staff since 1964.
- RUTH FAYE DAVIS, M.A. *Assistant Professor of Home Economics*
B.A., Emmanuel Missionary College, 1954; M.A., Michigan State University, 1959. On staff since 1964.
- *KATHLEEN H. DOBBINS, M.S. .. *Assistant Professor of Mathematics*
B.A., Oakwood College, 1965; M.S., Purdue University, 1967.
On staff since 1967.

*On leave for Doctorate Study.

- *JAMES E. DYKES, B.A. *Assistant Professor of English*
B.A., Oakwood College, 1946; Master's Candidate, Fisk University. On staff since 1971.
- ESTHER L. GILL, M.Ed. .. *Assistant Professor of Business Education*
B.A., Oakwood College, 1953; M.Ed., Temple University, 1962. On staff since 1962.
- LAWRENCE C. JACOBS, JR., M.B.A. *Assistant Professor of Business Administration*
B.A., Oakwood College, 1958; M.B.A., Atlanta University, 1969. On staff since 1971.
- LUCILE LACY, M.M.Ed. *Assistant Professor of Music*
B.A., Oakwood College, 1968; M.M.Ed., George Peabody College, 1970. On staff since 1971.
- LUETILLA MONTGOMERY, B.S. *Assistant Professor of Physical Education*
B.S., Hampton Institute, 1954. On staff since 1973.
- LLOYD E. MULRAINE, M.A. *Assistant Professor of English*
B.A., Andrews University, 1966; M.A., Andrews University, 1967. On staff since 1967.
- JULIAETTE W. PHILLIPS, M.S.W. *Assistant Professor of Behavioral Sciences*
B.S., Alabama State College, 1952; M.S.W., University of Pennsylvania, 1971. On staff since 1974.
- VIOLIN G. PLUMMER, M.A., M.L.S. *Assistant Professor (Library)*
B.A., Oakwood College, 1949; M.A., Texas Southern University, 1951; M.L.S., University of Oklahoma, 1970. On staff since 1951.
- SANDRA F. PRICE, M.S./Bus. Ed. *Assistant Professor of Secretarial Science*
B.S., Athens College, 1969; M.S./Bus. Ed., Alabama A & M University, 1973. On staff since 1967.
- EDNA P. ROACHE, M.Ed. *Assistant Professor of Nursing*
R.N., Harlem Hospital, 1944; B.S.N., Loyola University, 1959; M.Ed., Chicago Teachers College, 1965; M.Ed., Columbia University Teachers College, 1972. On staff since 1972.
- JAMES A. RODDY, M.Ed. .. *Assistant Professor of Physical Education*
B.A., University of Southern Mississippi, 1965; M.Ed., University of Southern Mississippi, 1970. On staff since 1965.

*On leave for Doctorate Study.

- RUTH N. STAFFORD, M.A. *Assistant Professor of Health Education*
R.N., Hinsdale Sanitarium, 1931; B.S., Pacific Union College, 1938; M.A., Fisk University, 1941. On staff 1934-1936 and since 1951.
- DAVID L. TAYLOR, M.A. *Assistant Professor of Religion*
B.A., Oakwood College, 1957; B.A., Pepperdine University, 1959; M.A., Andrews University, 1961. On staff since 1973.
- RAYMOND A. WINBUSH, M.A. *Assistant Professor of Behavioral Sciences*
B.A., Oakwood College, 1970; M.A., University of Chicago, 1973; Doctoral Candidate, University of Chicago. On staff since 1973.
- KEITH A. WOOD, Ph.D. *Assistant Professor of Behavioral Sciences*
B.A., Oakwood College, 1971; M.A., University of Florida, 1973; Ph.D., University of Florida, 1975. On staff since 1976.
-
- DANNY E. BLANCHARD, M.A. *Instructor in Behavioral Sciences*
B.A., Oakwood College, 1971; M.A., Loma Linda University, 1973. On staff since 1974.
- LENORE S. BRANTLEY, M.A. *Instructor in English*
B.A., Atlantic Union College, 1968; M.A., Andrews University, 1972. On staff since 1974.
- XAVIER BUTLER, M.A. *Instructor in Religion*
B.A., Union College, 1945; M.A., Northeastern Illinois University, 1972. On staff since 1972.
- DEBRA K. CLARK, M.S.L.M. *Instructor in English*
B.A., Andrews University, 1973; M.S.L.M., Alabama A. & M. University, 1974. On staff since 1974.
- CARYLL DORMER, B.S. *Instructor in Nursing*
A.S., New York City College, 1969; B.S., Hunter College, 1973. On staff since 1973.
- KATHARINE M. GIBB, B.S. *Instructor in Nursing*
B.S., Boston College School of Nursing, 1969. On staff since 1974.
- LELA M. GOODING, M.A. *Instructor in English*
B.A., Oakwood College, 1967; M.A., Vanderbilt University, 1970. On staff since 1972.

- FLORA C. JOHNSON, B.S. *Instructor in Nursing*
B.S., Columbia Union College, 1967. On staff since 1974.
- P. JUDSON KELLY, M.T. (ASCP) *Instructor in Chemistry*
B.L.A., Spicer College, 1964; B.A., Oakwood College, 1969;
M.T. (ASCP), Providence Hospital School of Medical Tech-
nology, 1970. On staff since 1972.
- JOHN LAVENDER, M.A. *Instructor in Religion*
B.A., Oakwood College, 1972; M.A., Andrews University,
1974. On staff since 1975.
- BETTYE L. NICHOLS, M.A. *Instructor in Mathematics*
A.A., Tyler Jr. College, 1966; B.A., Oakwood College, 1968;
M.A., Andrews University, 1973. On staff since 1974.
- MAXINE J. TAYLOR, B.A. *Instructor in Home Economics*
B.A., Andrews University, 1957. On staff since 1973.
- STANLEY A. WARE, B.M. *Instructor in Music*
B.M., Oakwood College, 1970; Master's Candidate, George
Peabody College. On staff since 1971.

PART-TIME FACULTY

- ARNOLD A. DEAN, M.A. *Lecturer in Music*
B.A., Oakwood College, 1961; M.A., Andrews University,
1963. On staff since 1973.
- RICHARD A. EVANS, Ph.D. *Lecturer in Chemistry*
B.S., Tougaloo College, 1959; M.A., Western Michigan Uni-
versity, 1962; Ph.D., Louisiana State University, 1971. On
staff since 1973.
- CALVIN E. MOSELEY, M.A. *Lecturer in Religion*
B.A., Emmanuel Missionary College, 1929; M.A., Seventh-day
Adventist Theological Seminary, (1944).
- TARA T. SHAH, Ph.D. *Lecturer in Chemistry*
B.S., Fergusson College, 1962; M.S., University of Poona,
1964; Ph.D., University of Poona, 1968. On staff since 1974.
- ERIC C. WARD, B.Th. *Lecturer in Religion*
B.Th., Pacific Union College, 1946. On staff since 1974.

SUPERVISORS IN SECONDARY EDUCATION

- WILLIAM R. WRIGHT, B.A., M.A. *Principal*
B.A., Oakwood College, 1964; M.A., Azusa Pacific College,
1973. On staff since 1973.
- ALFRED LOUIS HAMPTON, B.A. *Instructor in Mathematics
and Science*
B.A., Oakwood College, 1969. On staff since 1971.
- GRACIE FAYE MONROE, B.A. *Instructor in Science and Mathematics*
B.A., Oakwood College, 1968. On staff since 1974.
- MAEBELLE T. NEWTON, B.A. *Instructor in English*
B.A., North Carolina Central University, 1962. On staff since
1972.
- JOSEPH W. REDCROSS, B.S. *Instructor in P.E. and Drivers' Education*
B.S., Oakwood College, 1966. On staff since 1971.
- CLEVELAND B. TIVY, M.A.T. *Instructor in Bible and History*
B.A., Oakwood College, 1950; M.A.T., Andrews University,
1964. On staff since 1969.
- RICHARD E. TOTTRISS, B.A. *Instructor in Bible and History*
B.A., Pacific Union College, 1943; B.A., Oakwood College,
1969. On staff since 1963.
- EVELYN TUCKER, B.S. *Instructor in Business Administration*
B.A., Oakwood College, 1975. On staff since 1975.
- PHYLLIS E. WELLS, B.A. *Instructor in French*
B.A., Columbia Union College, 1972. On staff since 1972.

SUPERVISORS IN ELEMENTARY EDUCATION

- ALICE B. BRANTLEY, M.A. *Assistant Principal*
B.S., Akron University, 1956; M.A., Andrews University,
1967. On staff since 1972.
- ANNE M. GALLEY, M.S. *Instructor in the Elementary School*
B.A., Oakwood College, 1945; M.S., Alabama A. and M. Uni-
versity, 1970. On staff 1941-1943 and since 1963.
- MARY E. PATTON, B.S. *Instructor in the Elementary School*
B.S., Oakwood College, 1971. On staff since 1973.
- DOROTHY M. SMITH, B.A. *Instructor in the Elementary School*
B.A., Oakwood College, 1948. On staff since 1967.

ADMINISTRATIVE COMMITTEES

(The President is an *ex officio* member of all committees.)

Health and Sanitation: Donald F. Blake, *Chairman*; Katharine M. Gibb, Flora C. Johnson, Ruth N. Stafford, Ruth Warren.

Loans and Scholarships: Leroy Hampton, *Chairman*; Lillian Green, Roy E. Malcolm, Jonathan Roache, Adell Warren.

Residence Deans' Council: Claude Thomas, Jr., *Chairman*; Kermit L. Carter, Ruth L. Dupré, Winton J. Forde, Dorothy Holloway, Rita R. Jones, Leonard Tucker, Lovey Verdun.

Staff Services: Adell Warren, *Chairman*; W. Ralph Davis, Harry Dobbins, Robert Hines, Lawrence C. Jacobs, Sr., Sylvanus Merchant, Richard S. Norman, Sandy C. Robinson, Harry Swinton.

COMMITTEES OF THE FACULTY

(The President is an *ex officio* member of all committees.)

Academic Policies: E. A. Cooper, *Chairman*; Clarence Ates, Rosa T. Banks, Clarence J. Barnes, Donald F. Blake, John A. Blake, Inez L. Booth, Ruth F. Davis, Lillian Green, Lawrence C. Jacobs, Jr., Jannith L. Lewis, Roy E. Malcolm, Beverly McDonald, Lloyd E. Mulraine, Lu L. Quirante, David Richardson, Edna P. Roache, Mervyn A. Warren, Raymond A. Winbush.

Admissions: E. A. Cooper, *Chairman*; Lillian Green, Leroy Hampton, Roy E. Malcolm, Claude Thomas, Jr.

Arts and Lectures: Lucile Lacy, *Chairman*; Alma Blackmon, Inez Booth, Frances Davis, Stanley Ware.

College Days: Jonathan Roache, *Chairman*; Lenora S. Brantley, Roy E. Malcolm, Leutilla Montgomery, James A. Roddy.

Counseling and Testing: Clarence Ates, *Chairman*; Norwida A. Marshall, Juliaette W. Phillips, David Taylor, Raymond A. Winbush.

Honors: Oliver J. Davis, *Chairman*; Nigel Barham, John A. Blake, Lillian Green, Sandra F. Price, Lu L. Quirante.

Library Services: L. Quirante, *Chairman*; Debra K. Clark, Jannith L. Lewis, John Odiase, Violin G. Plummer, Delmar G. Ross.

Religious Interests: Ernest E. Rogers, *Chairman*; Xavier Butler, Rosa L. Hadley, Clarence T. Richards, David Taylor, Eric Ward (Advisor).

Research: John A. Blake, *Chairman*; Clarence J. Barnes, P. Judson Kelley, Lloyd E. Mulraine, William A. Osborne, David Richardson.

SUPERINTENDENTS OF SERVICES

Preston Calhoun Superintendent of College Bakery
W. Ralph Davis, B.A. Bookstore Manager
Lawrence Jacobs, Sr. Superintendent of College Farm
Sylvanus Merchant, B.A. Superintendent of College Laundry
S. C. Robinson Coordinator of Literature Industry
Harry W. Swinton Superintendent of College Store
Charles Turner Superintendent of College Dairy

Welcome to Oakwood

Here is a place "where loveliness keeps house,"

- where "true education" means more than the pursual of a certain course of study,
- where the Oakwood program of Christian education is focused both on Christian growth and academic excellence,
- where students from scores of states and foreign lands "enter to learn and depart to serve," and
- where both teacher and student find a common bond of unity as "companions in learning and searching for truth."

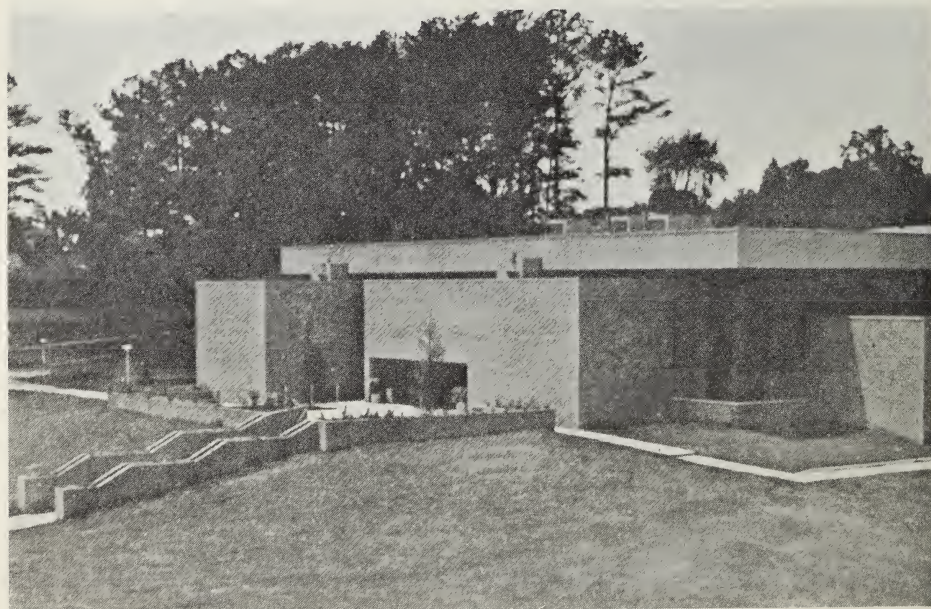
Look through these pages and get a view of Oakwood College. Behold its emphasis on the spiritual, its viable academic program, its student-centered activities, its beautiful campus, its modern physical plant, and all that go together to make Oakwood a place "where loveliness keeps house."



NATATORIUM



W. J. BLAKE MEMORIAL CENTER



THE EVA B. DYKES LIBRARY



THE J. L. MORAN HALL—Classroom Building



THE G. E. PETERS HALL—Fine Arts Building



THE H. E. FORD SCIENCE HALL



THE W. H. GREEN HALL—Classroom Building



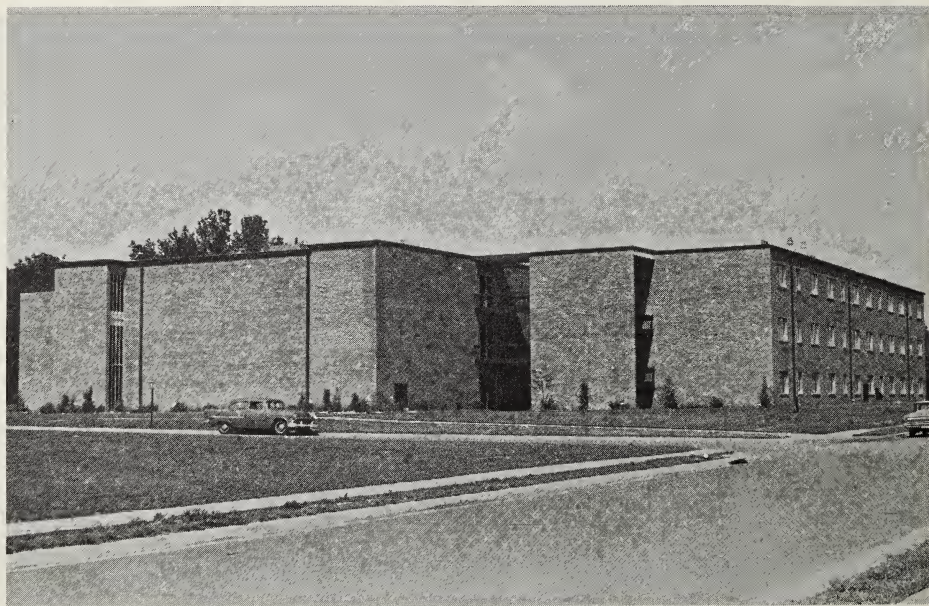
THE E. I. CUNNINGHAM HALL—Men's Dormitory (Freshmen)



THE BESSIE CARTER HALL—Women's Dormitory (Sophomores, Juniors, and Seniors)



THE F. L. PETERSON HALL—Women's Dormitory (Freshmen)



THE O. B. EDWARDS HALL—Men's Dormitory (Sophomores, Juniors, and Seniors)



THE N. E. ASHBY AUDITORIUM



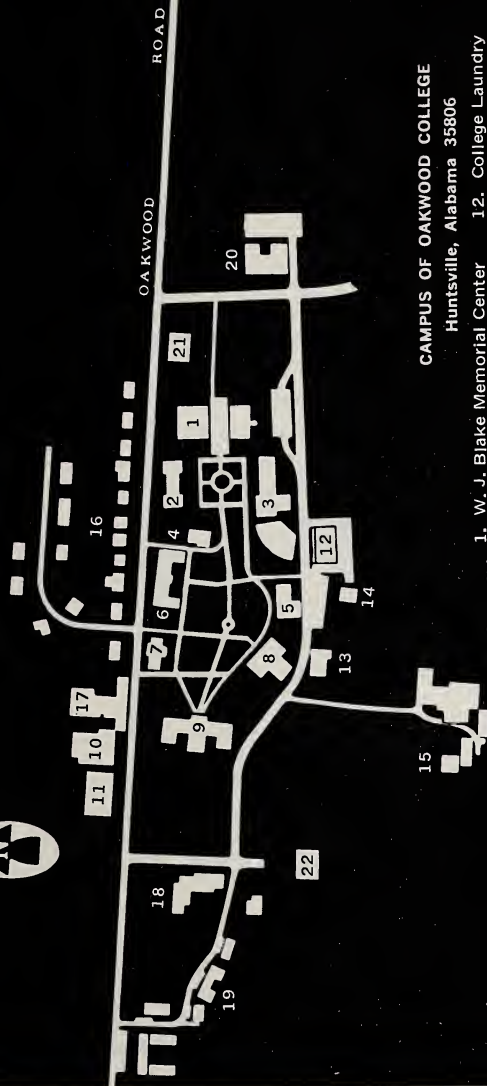
THE COLLEGE STORE, BAKERY AND POST OFFICE COMPLEX



THE COLLEGE LAUNDRY



THE COLLEGE DAIRY



CAMPUS OF OAKWOOD COLLEGE

Huntsville, Alabama 35806

- | | |
|--------------------------------|---|
| 1. W. J. Blake Memorial Center | 12. College Laundry |
| 2. G. E. Peters Hall | 13. South Hall |
| 3. Bessie Carter Hall | 14. Power Plant |
| 4. East Hall | 15. College Dairy |
| 5. W. H. Green Hall | 16. Faculty Homes |
| 6. E. I. Cunningham Hall | 17. College Store, Bakery and Post Office |
| 7. H. E. Ford Science Hall | 18. Anna Knight Elementary School |
| 8. J. L. Moran Hall | 19. Married Students Housing |
| 9. F. L. Peterson Hall | 20. O. B. Edwards Hall |
| 10. N. E. Ashby Auditorium | 21. Eva B. Dykes Library |
| 11. Natatorium | 22. J. T. Stafford Building (Academy) |

GENERAL INFORMATION, HISTORY, AND DEVELOPMENT

Oakwood College is the outgrowth of the Oakwood Industrial School founded in 1896 by the General Conference of Seventh-day Adventists. After a number of years of successful operation the name was changed to Oakwood Manual Training School. In 1917, two years of college work were offered, and the school was known as Oakwood Junior College. In the spring of 1943, another forward step was taken by the institution when it was advanced to the status of a senior college. Since that time it has been known as Oakwood College. In 1964 Oakwood College became a member of the United Negro College Fund.

The institution is owned and operated by the General Conference of Seventh-day Adventists as a college for Christian higher education.

ACCREDITATION

Oakwood College is accredited by the Southern Association of Colleges and Schools and is approved by the Seventh-day Adventist Board of Regents.

OBJECTIVES

Oakwood College builds its offerings around the philosophy that "true education means more than the pursual of a certain course of study. It means more than the preparation for the life that now is. It has to do with the whole being. . . . It is the harmonious development of the physical, the mental, and the spiritual powers. It prepares the student for the joy of service in this world, and for the higher joy of wider service in the world to come."—*Education*, p. 13.

In harmony with this philosophy of education, the administration and faculty of Oakwood College have defined its objectives as follows:

Spiritual:

The purpose of the spiritual and religious instruction at Oakwood College is to reflect fully the image of Jesus Christ through emphasis on the development of character and talent, the nobility of ambition, the keenness of perception with sound judgment; so that the student is prepared to render unselfish service to God and man.

Intellectual:

Consonant with the divine plan of education, the College purposes to develop within its students certain attitudes and abilities conducive to independent and creative thinking; to further acquaint them with the basic facts and principles of the major fields of

knowledge, together with a more intensive concentration in one or more of these fields. The College seeks further to help the student to develop proficiency in the use of the English language; to encourage an unbiased attitude on controversial issues; and to motivate within the student a persistent and continuing intellectual curiosity.

Cultural:

As an integral part of the total development of the student, the College endeavors to develop in its youth desirable personalities, refined tastes, and correct usage of the social graces which will prepare them for participation in social and recreational activities, and to understand and respect persons of varied backgrounds and experiences.

Personal Adjustment:

The College seeks to help the student understand himself, to the end that he may make the maximum use of whatever powers he has, both for his own and for the social good. While the student must learn the subjects that are offered in the curriculum, he must also find out about himself and how he may best fit into the social order.

Physical:

The physical education program of the College attempts to give each student an intelligent understanding of the standards which govern the function and care of the body. It seeks also to establish in the student a consistency in the observance of habits and practices which engender maximum physical vitality and health. Emphasis is placed on the proper use of leisure time, either through some activity worthy of physical development or in some gymnastic enterprise given under supervision.

Vocational:

Oakwood College endeavors to teach its students the dignity of labor, to train them in practical work which will enable them to cope with life situations, to impart skill and knowledge in certain vocations best suited to the student's interests and aptitudes, and to offer professional and preprofessional courses which will aid the students in their choice of a vocation.

LOCATION

Oakwood College is located five miles northwest of the heart of the city of Huntsville. Huntsville is a cosmopolitan city located in the north central portion of the state of Alabama and nestled in the beautiful Tennessee Valley at the foothills of the Appalachian Mountains. It has a population of 160,000.

The College property consists of 980 acres at an elevation of 1,100 feet above sea level. The grounds of the campus are appropriately landscaped and afford a delightful setting for the College.

Huntsville is served by the Continental Trailways and connection with other bus lines can be made in practically all nearby cities. Huntsville is also served by Southern, Eastern, and United Airlines.

Upon arrival at times other than the opening dates published in this *Bulletin*, students will find taxi service available. It is expected that all students will make full arrangements with the College before their arrival.

VETERAN AND FOREIGN STUDENT TRAINING

The Veterans Administration has approved the College for the training of veterans. A Certificate of Eligibility must be submitted to the Registrar's Office at the time of initial registration, in order that the certification of the veteran's enrollment may be made to the Veterans Administration.

The College has also been approved by the United States Office of Immigration for the training of foreign students.

BUILDINGS AND GROUNDS

The College property consists of 980 acres, of which 500 are under cultivation. Forty acres comprise the main campus.

The W. J. Blake Memorial Center, completed in 1968, contains the administrative offices of the College, the Cafeteria, the Student Center and other amenities.

The W. H. Green Hall, erected in 1952, houses teachers' offices and classrooms for the Department of Religion and the Department of Behavioral Sciences.

The J. L. Moran Hall houses teachers' offices, classrooms, and the College Auditorium with a seating capacity of 500. The original structure was built in 1939; extensions were added to the east and west sections in 1943 and 1944, respectively.

The H. E. Ford Science Hall, completed and dedicated in 1954, provides classrooms and laboratories for the Division of Natural Sciences and Mathematics.

The G. E. Peters Hall, constructed in 1964, houses the Music Department and the Home Economics Department.

The N. E. Ashby Auditorium, constructed in 1956, houses the Physical Education Department and also serves as a pavilion for the South Central Conference camp meeting.

The Natatorium, completed in 1974, houses a 120' x 45' Olympic swimming pool.

The Eva B. Dykes Library, completed in 1973, is a modern learning resource center. Housed in its very elegant facilities are all of the standard library services needed to support a strong academic

program. This building also houses the Arabella Symington Memorial Laboratory for the Communication Skills.

The E. I. Cunningham Hall, constructed in 1947, is the residence hall for freshman college men. It contains rooms for 136 students. Each room is supplied with hot and cold running water. A parlor, worship room, utility rooms, and the dean's apartment are on the second floor. The art classroom is located in the east wing of the first floor.

The Bessie Carter Hall, constructed in 1966, houses 275 college women above the freshman rank.

The F. L. Peterson Hall, completed in 1955, is the residence hall for freshman college women. It contains a worship room, recreation hall, two lounges, guest rooms, the dean's apartment, an infirmary, and has a capacity of 172 persons.

The O. B. Edwards Hall, completed in 1969, houses 240 college men above the freshman rank.

The J. T. Stafford Building, completed in 1974, is a modern educational center consisting of classrooms, laboratories, and offices.

The Anna Knight Elementary School, completed in 1960, is located west of the College campus, and serves as a laboratory school for the Elementary Education Department.

The College Laundry, constructed in 1959, is provided with modern equipment necessary for the needs of the College. Some commercial work is done for Redstone Arsenal and the citizens of Huntsville.

The Dairy Barn contains a modern, well-equipped milking parlor.

The Teachers' Cottages afford twenty-two livable homes for the use of faculty members.

The Store-Bakery-Post Office Building, constructed in 1957, provides community center services.

There are 30 apartments for married students.

Other buildings are the central heating plant and three utility barns.

COLLEGE PUBLICATIONS

The College issues in the summer of each year *The Oakwood College Bulletin*. The student handbook, *In the Shadow of the Oaks*, is revised and published periodically.

The United Student Movement sponsors two publications: the *Acorn*, annual student yearbook; and the *Spreading Oak*, the student newspaper.

The *Alumnarian* is published periodically by the Oakwood College Alumni Association.

SUMMER SCHOOL

The College conducts a summer school for those who desire to attend. During the summer session the same conduct and scholastic standards are maintained as during the regular session. For detailed information relative to the offerings, charges, etc., write to the Director of Admissions.

THE EVA B. DYKES LIBRARY

The Eva B. Dykes Library is a vital part of the academic program at Oakwood College. Designed to provide space for more than 200,000 volumes, it now contains over 70,000 volumes. New books are being acquired at the rate of approximately 3,000 a year. The library serves as a learning resources center, and a reading, study, and materials center to support the educational objectives of the institution for faculty and students. In addition to the general book collection, there are special collections of black studies materials, archival materials, multimedia materials, children's books and paperbacks.

Also, there is a special museum-exhibit room housed in the building which contains display materials related to Seventh-day Adventist Black history, Oakwood College history, and artifacts donated by Mr. P. W. Ridgeway from his many travels around the world.

The library hours are as follows:

Sunday	9:00 a.m. to 5:00 p.m. 7:30 p.m. to 10:00 p.m.
Monday-Thursday	8:00 a.m. to 5:00 p.m. 7:30 p.m. to 10:00 p.m.
Friday	8:00 a.m. to 1:30 p.m.

OAKWOOD ACADEMY

The Oakwood Academy, a four-year high school, is operated in connection with the College. Information concerning the academy may be obtained from the Principal.

ALUMNI ASSOCIATION

The Alumni Association is open to all graduates, former students, and those interested in the advancement of Oakwood. At the annual banquet, which is held during the Easter weekend, officers of the Association are elected.

STUDENT LIFE

Orientation: To help new students of the College to make adequate personal adjustment to college life, an orientation program has been developed. During "Freshman Week" special tests are administered. Campus tours, opportunities to meet the faculty members, student leaders, and to receive instruction regarding the objectives of the College are arranged.

Religious Life: At Oakwood, religion is the natural thing. The College Church, the Sabbath School, the Missionary Volunteer Society, the Ministerial Seminar, the student literature evangelism program, the dormitory worship hours, and the many prayer bands afford the students excellent opportunities for the development of self-expression, leadership, and initiative.

Convocations, the Lyceum Course: During the school year distinguished guest speakers address the student body at the chapel hour as well as conduct Religious Emphasis weeks. The College Lyceum Course brings to the campus each year several outstanding American artists. In addition to this, many other programs of equal eminence are sponsored by the College.

Social Activities: A wholesome program of social activities is planned by the Director of Student Activities in consultation with the Coordinating Council of Campus Organizations composed of faculty and students. Social programs are sponsored during the year by clubs, classes, and organizations. The students also enjoy the social and cultural life of the faculty members' homes.

Extracurricular Activities Participation: In order to ensure satisfactory scholarship, the extent to which students may participate in extracurricular activities is subject to regulation.

The recreational activities of the College are designed to serve the wide variety of leisure-time interests of the students. The College does not engage in off-campus or intercollegiate athletics.

Intramural Sports: The College sponsors a program of intramural sports in connection with the physical education activities.

Health Service: It is the purpose of the College to encourage the development of the physical powers as well as the mental and spiritual. Every student is expected to have a physical examination by a competent physician and by a dentist prior to admittance to the College. Special forms for this examination will be mailed with the application blanks. The physical examination is the basis for a health rating. If there are conditions needing attention, the student is advised accordingly.

Parents or guardians of students who are seriously ill will be notified immediately.

In case of serious illness, arrangements may be made for the hospitalization of the student.

Student Employment: In the operation of its plant, the College offers a limited amount of work to worthy students, and they are expected to give conscientious attention to the work assigned to them. The management will assign students to departments where work is available. Changes to other departments cannot be made merely upon request. When a student is assigned to a department, it

is expected that he remain there for the entire school year. In some cases, exceptions to the foregoing are made by the management.

Should a student find it necessary to be absent from work, he must immediately make arrangements with his work superintendent. In case of illness, he will also inform the health service.

Students who must earn a large part of their college expenses will not be permitted to carry as much college work as those students who are able to devote all of their time to their studies. This is discussed more fully in the section dealing with student finance.

Student Organizations: Membership in the departmental clubs is based on academic attainment in regular college work and is considered a distinct honor. The list of student organizations follows:

United Student Movement: The United Student Movement of Oakwood College is the major student organization of the College. This organization seeks to promote a more perfect relationship among all sectors of the College community; to enhance the religious, academic, cultural, and social programs of the College; and to emphatically support the aims and objectives of Oakwood College.

Each matriculated, regular student of Oakwood College is a member of the United Student Movement. The United Student Movement finances its own program through the payment of individual membership dues. With the help and approval of faculty sponsors, the United Student Movement carries out such programs and student activities as the student body may adopt.

Class Organizations

Freshman Class
Sophomore Class

Junior Class
Senior Class

Residence Clubs

Carter Hall Dormitory Club (Delta Sigma Phi)
Cunningham Hall Dormitory Club
Edwards Hall Dormitory Club
Married Students' Club
Peterson Hall Dormitory Club

Departmental Clubs

Behavioral Science Club (Omega Sigma Psi)
Business and Secretarial Club (Phi Beta Lambda)
English Club
Home Economics Club (Omicron Nu Kappa)
International Students Organization
Mathematics Club (Mu Rho Omicron)
Ministerial Seminar

Music Club (Mu Alpha Gamma)
Nursing Club (El Kappa Blanca)
Oakwood Scientific Society
Pre-law Club
Student National Education Association

GUIDANCE AND COUNSELING SERVICE

During registration each student is assigned a curriculum adviser to assist in program planning. Throughout the school year the curriculum adviser will be available for advice and guidance on academic questions.

Although curriculum advisers may be consulted on questions and problems other than academic ones, students are invited to seek counsel from any member of the faculty. Personal problems will be given thoughtful consideration. Members of the faculty deem it a privilege to discuss with the student great principles, concepts, and ideas in an atmosphere of informality and friendliness. Students are urged to become personally acquainted with as many members of the faculty as possible.

Students having difficulty resolving personal problems or making important decisions concerning educational or career plans should visit the Center for Student Development and Planning. Personnel trained in test administration and interpretation, guidance and counseling are available to give professional assistance. Personal information relating to specific students is held in strictest confidence by the Center and may not be released except at the request of the student(s) involved.

GOVERNING STANDARDS

It is the purpose of the College to develop strong men and women with high standards of scholarship and the self-discipline necessary for Christian leadership.

The campus government and discipline, therefore, are founded upon the principle that character building is the highest object of education and that a good name, standing for integrity, honor, and godliness, is the objective alike of the student for himself and of the College for him.

Oakwood College is a Seventh-day Adventist college established to provide a Christian environment in which students may prepare themselves for service at home and in other lands. In order to maintain this environment certain general rules of conduct apply.

Student Handbook: In every community there are laws. *It is the responsibility of every student to secure from the Office of Student Affairs and to read the rules and regulations governing student life at Oakwood College, preferably before registration.* Familiarity with and acceptance of the requirements set forth in this book will

make life at Oakwood College more interesting and certainly more enjoyable.

A student's standing in a Christian school is based not alone on his scholarship attainment but also upon his general conduct and his attitude toward the community in which he lives. As a citizen of the college community the student must realize that he has been admitted to a privileged group and that he has no right to work against that group. Any student who violates the rules of the College or whose conduct evidences lack of respect for the standards maintained by the College may be asked to withdraw.

STUDENT CITIZENSHIP

Each individual coming to Oakwood College for the purpose of entering any department of the College is subject to its supervision and jurisdiction from the time of arrival in Huntsville until his connection is terminated by graduation or by any officially approved withdrawal.

The record of each student is reviewed periodically, and his continuation in college is based upon his attitudes and general conduct, as well as his scholastic attainments.

Listed among the government policies of the College are 12 offenses which are considered to be very serious and may be cause for dismissal or serious disciplinary action on the first offense.

Since no student who makes a practice of indulging in any of the practices listed above would knowingly be accepted at Oakwood College, the first offense may result in dismissal from the school.

A student whose progress or conduct is unsatisfactory or whose influence is detrimental may be asked to withdraw at any time.

Any student dismissed from school withdraws immediately from the campus and may be subjected to charges of trespassing should he return without permission from the Administration.

Leave of Absence: Permission for an ordinary leave of absence from the campus may be obtained from the appropriate Residence Dean. Approval must also be obtained from the work superintendent. When a leave of absence involves absence from a class, permission must be obtained from the Dean of Student Affairs. When the leave of absence takes a student farther than the city of Huntsville, it must be approved by the Dean of Student Affairs. Written permission from the parent or guardian for travelling must be on file for every student requesting a leave of absence. Exceptions to this rule is granted only to students who are both of legal age and self-supporting. In every case, working students must secure the approval of their work superintendent before presenting their requests to their respective deans.

Attendance at Religious Services: Oakwood College is emphatically a Christian college. Attendance at chapel, Friday evening

vespers, Sabbath School, and Sabbath morning church service is required.

Use of Vehicles: Since the ownership and the use of an automobile frequently militate against success in college, students are not encouraged to bring automobiles with them to the College unless absolutely necessary. Freshmen are not permitted to bring automobiles to the College, or to the vicinity, or to operate automobiles owned by other individuals.

All students, whether living in residence halls or in the community, who own or operate any type of motor vehicle (car, motorcycle, scooter, etc.) must register it with the Office of Security at the time of registration for the fall quarter, or within 24 hours of his arrival should he arrive after registration has been concluded or within 24 hours of its procurement within any quarter of the school year. Owners must have a valid operator's license and must show proof of liability insurance (including medical coverage) at the time of registration and whenever requested by traffic enforcement personnel.

RESIDENCE HALLS

All unmarried students are required to live in one of the College residence halls and to board in the College Cafeteria unless they live with parents or with other close relatives in the City of Huntsville. When campus housing is overcrowded, students age 23 and over may apply to the Administrative Council for permission to live in the community. Under special circumstances, students under age 23 also may apply to the Administrative Council for permission to live off campus in an officially approved home.

Such applications will be acted on only at the beginning of a quarter. Failure to secure official approval to reside in the community or to withdraw from a college residence hall when directed to do so will invalidate the registration of a student. Students who have received approval for off campus living may be called into the College residence halls at any time the administration deems necessary for reasons of discipline or under-utilization of available space in the residence halls.

Dormitory Supervision: Each dormitory is under the direction of a Residence Dean. The Residence Deans have general supervision of the well-being of the students under their charge.

APARTMENTS

The College owns thirty units of one- and two-bedroom apartments which are available for married students. These apartments rent for reasonable amounts. There are also approved apartments in the community, furnished and unfurnished, in which married students may live. For information write the Business Manager.

ADMISSION STANDARDS

The educational facilities of Oakwood College are available to young men and women of good moral character who are graduates of accredited schools and who, in the judgment of the Admissions Committee, are able to do college work.

APPLICATION PROCEDURE FOR ADMISSION

All correspondence concerning admission to Oakwood College should be addressed to the Director of Admissions, Oakwood College, Huntsville, Alabama 35806. Students who wish to enter Oakwood College should take the following steps:

1. Request an application brochure from the Director of Admissions.
2. Complete the application blank and return to the Director of Admissions with a \$5 (\$10 after July 1) non-refundable fee.
3. Make sure that the following items are sent immediately to the Office of Admissions:
 - a. Transcript of all work you have completed.
 - b. Your recommendation forms.
 - c. Your medical and dental forms.
 - d. Your test scores (ACT or SAT)These documents will become the property of the College.
4. Upon receipt of the application, transcripts of credits, recommendations, and test scores, the Director of Admissions will notify the applicant of the action taken.
5. When a student who plans to live on the campus in one of the College residence halls receives the notification of his acceptance, he should at once mail the room deposit of \$30 to the Director of Admissions. (See Housing)

Oakwood College welcomes applications from young people regardless of race, religion, or national origin whose principles and interests are in harmony with the ideals and traditions of the College as expressed in its objectives and policies. To qualify, applicants must give evidence of Christian character, intelligence, health, and a desire to pursue the program outlined in this bulletin and the student handbook. Although religious affiliation is not a requirement for admission, all students are expected to live by the policies and standards of the College as a church-related institution. Oakwood College reserves the right to deny admission to any student who in the judgment of the Committee on Admissions may not benefit from the total program of the College or whose presence or conduct may be detrimental to that program.

WHEN TO APPLY OR REAPPLY

New students are urged to submit applications not later than the last term of the senior year of high school. Applications sub-

mitted at the beginning of the senior year will sometimes enable the College to suggest ways of strengthening the student's preparation. *Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.*

Students in residence may submit re-applications without charge until the end of the Spring quarter. Thereafter the regular application fee of \$5 will be required until July 31, after which the fee becomes \$10.

What to Bring: Every student who rooms in the school home should bring his own bedding—four sheets, four pillowcases, a pillow, two bedspreads, and blankets or comforters—also towels, dresser scarfs, cover for study table, laundry bag, pictures, and other furnishings he may want to make his room pleasant and homelike.

A maximum of 150 watts of electric light is permitted in each room. No cooking or use of electric appliances of any kind is permitted in the student's room under any circumstances.

PREPARATION FOR FRESHMAN STANDING

An applicant for admission as a freshman must submit evidence of graduation or completion of a minimum of eighteen units from an approved secondary school and participation in the American College Testing Program (ACT) or the Scholastic Aptitude Test (SAT) of the College Entrance Board. If ACT or SAT scores are not available, students may be provisionally admitted without test scores, but will be required to take the ACT during Freshman Orientation. Applicants who do not meet the requirements for regular admission are given individual consideration and may be admitted as special students or on academic probation (See section on academic probation, page 52). To be considered for admission, the student must also have a composite average of at least "C" in the total secondary school courses taken in English, mathematics, science, social science, and foreign language.

While the College does not recommend specific subjects for admission, the following minimum preparation, with quality performance in evidence is required:

A minimum of three units of English as a preparation to reading, writing, and speaking the English language effectively and accurately.

Two or more units of mathematics including algebra—algebra and geometry preferred.

For those wishing to major in chemistry, mathematics, or physics, or take professional work in engineering, medicine and certain other pre-professional courses, the second unit should be

geometry. Students wanting to take the above curricula are advised to include as much mathematics as possible in the secondary program.

Two units of science—laboratory experience required in at least one unit.

The two units must be selected from biology, chemistry, or physics for those wishing to major in science, mathematics, or nursing, or take pre-professional work in engineering, medicine, dentistry or other medical arts curricula.

Two units of social studies—should include U. S. History.

Two units of one foreign language, and a course in typing are strongly recommended.

Students admitted with fewer than two units of religion and two units of one foreign language will be required to complete additional courses in these areas beyond the general education requirements for the baccalaureate degrees. (An exception to the policy involving foreign language study may be noted in certain curricula leading to the Bachelor of Science degree.)

ADMISSION TO ADVANCED PLACEMENT FOR FRESHMEN

Oakwood College will consider requests for advanced placement of freshmen from any secondary school graduate who believes that he qualifies for such status. Final decisions on all awards of credit, or advanced placement, are made by the Academic Policies Committee on the merits of each individual case. Petition should be made to the Dean of the College for recommendation to the committee.

To be considered eligible for advanced placement, the student should have:

1. A grade-point average of at least 3.0 on the four-point scale in secondary courses other than art, music, physical education, driver training, and vocational courses.
2. A satisfactory score on the Advanced Placement Examinations of the Educational Testing Service in the areas of the courses taken.
3. Satisfied the English department as to his ability to write and speak the English language.

Areas in which courses may be taken are American history, biology, chemistry, European history, French, German, Spanish, literature, English composition, mathematics, and physics.

Such credit is evaluated in terms of degree requirements on the same basis as transfer credit.

Students in high schools who plan to attend Oakwood College and who demonstrate proficiency in a field of study by having

passed one or more of the Advanced Placement examinations will be given credit for college courses where proficiency has been ascertained.

Each academic department of the College recognizes the placement value of these examinations and has designated the specific courses which may be credited to the student's record, when a student presents evidence of having passed the examination.

ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to Oakwood College from another college or university must follow the same application procedure as other students. The college from which the student is transferring should forward to the Registrar an official transcript and a statement of honorable dismissal. Transfer credits may be applied toward the requirements for a degree when the student will have satisfactorily completed a minimum of twelve quarter hours in residence. A maximum of ninety-six quarter hours may be accepted from a junior college. A student transferring from another college will be given credit only for work completed with grades of "C" or above. Background deficiencies revealed by transcripts and entrance examination will be given individual attention.

Transfer from Unaccredited Colleges. Such students having a grade-point average of at least C may be accepted on a probationary basis, in which case their previous credit will be validated only after the successful completion of a quarter's work of at least 12 hours at Oakwood College.

Credit from unaccredited colleges, including correspondence schools, may be accepted on the following conditions:

1. The credit must be C or above.
2. Such credit will be accepted only after the successful completion of at least a quarter in residence with a minimum load of 12 hours.
3. Validating examinations may be required for such credits at the discretion of the Dean of Academic Affairs.

ADMISSION OF SPECIAL STUDENTS

Mature individuals who do not meet the above college admission requirements and who do not wish to become degree candidates or otherwise-qualified students who may desire limited credit for transfer to another institution of higher learning, may register as special students.

TRANSIENT ADMISSION

A student submitting evidence that he is in good and regular standing in an accredited college or university may be admitted to Oakwood College as a transient student. Permission to enroll in courses on a transient basis is granted for one quarter only, and a student who wishes to seek re-entry in the transient classification must reapply.

SUMMER PROGRAM FOR HIGH SCHOOL SENIORS

Honor students who have completed the junior year of high school may preview college life and earn regular college credit during the summer session provided they meet the following stipulations:

1. minimum G.P.A. of "B"
2. written recommendation from high school principal
3. credit for work completed will be applied to the college transcript after the student matriculates at Oakwood College
4. maximum class load of 12 quarter hours.

HEALTH RECORD

The Physical Examination Record and the Dental Examination Record are required of all new students prior to their admission to the College. These forms must be completed by a competent physician and a competent dentist. They are included in the application booklet obtainable from the Admissions Office.

ALL NEW STUDENTS ARE REQUIRED TO SUBMIT EVIDENCE OF A RECENT PHYSICAL EXAMINATION BEFORE ADMISSION.

The College is not responsible for injuries received by students on or off the campus but will render prompt emergency first aid and treatment or assistance.

ADMISSION OF VETERANS

The College is approved as an institution qualified to offer education to veterans under the provisions of The Veterans Readjustment Act of 1966.

Admission to full freshman standing is possible for those veterans who, failing to meet the entrance requirements in the regular ways, may qualify on the following points:

1. The candidate must have completed two years of secondary school work or its equivalent.
2. The candidate must take the General Educational Development test, making a total score of 225, a minimum of 45 on any one test.

If the candidate falls below a score of 45 in any one field, he must register for at least 1 unit of work on the secondary level in that field. These steps must be taken prior to entrance into college. In addition to the ACT, the candidate is given the ACE Psychological Examination and the Cooperative English test. If satisfactory scores are achieved on this battery of tests, the applicant may be admitted to freshman standing.

Veterans who are eligible to obtain High School Equivalency certificates from a state in which they reside are urged to do so.

In general, a veteran should secure his Certificate for Education and Training from his regional office before coming to college. If the veteran has failed to get his certificate and cannot do so in time to get his authorization before the opening date of school, he may file his application through the College Counseling Service. Records of Educational Achievement while in the Armed Services (Form 100) should be submitted to the Records Office for evaluation.

ADMISSION OF INTERNATIONAL STUDENTS

Oakwood College is approved by the U.S. Office of Immigration for the admission of nonimmigrant students. However, no student should leave his country with the intention of enrolling at this college until a letter of acceptance and an I-20 Form have been issued to him by the Office of Admissions. To obtain these documents each international student must fulfill the following:

1. Meet the normal college entrance requirement.
2. Show evidence of proficiency in the English language.
3. Submit an official document of financial support.
4. Submit an advance deposit of
\$1,000.00 (per single student)
\$1,200.00 (per married couple)

Please note also the following immigration regulations:

A nonimmigrant student applying for admission to the United States for the first time after being issued an F-1 (student's) visa, will not be admitted unless he intends to attend the school specified in that visa. Therefore, if before he departs for the United States the student decides to attend some other school, he should communicate with the issuing American consular office for the purpose of having such other school specified in the visa. Any other nonimmigrant student will not be admitted to the United States unless he intends to attend the school specified in the Form I-20 or Form I-94 which he presents to the immigration officer at the port of entry.

A nonimmigrant student who does not register at the school specified in his temporary entry permit (Form I-94), or whose school attendance is terminated, or who takes less than a full course of study, or who accepts unauthorized employment, thereby fails to maintain his status and must depart from the United States immediately.

WITHDRAWAL PROCEDURE

When a student decides to discontinue his course of study, he should complete a Change of Program voucher, which may be secured from the Records Office. Other regulations in this respect are listed under the caption "Change of Program," and under the caption "Refunds." In addition, dormitory students should leave a Dormitory Departure card, properly completed, with the Dean of the home. These cards serve as a basis for issuing credit on accounting records.

Students accepted on the Work Scholarship Plan should make arrangements for changes in their original contract with the head of the Department and also with the Director of Student Finance.

ACADEMIC POLICIES

THE ACADEMIC YEAR

The academic or college year starts in September and ends in August. When reference is made to courses offered in even or odd-numbered years, it is intended to indicate the year beginning in September. The academic year consists of three quarters, each of which covers a period of approximately eleven weeks and a summer session of six weeks.

COURSE NUMBERS AND SYMBOLS

Courses of instruction are classified as lower division and upper division. Lower division courses are numbered 100 through 299. Upper division courses are numbered 300 through 499. Courses numbered 1 through 99 are non-credit courses but may be required of certain students.

The lower division courses are open to freshmen and sophomores and should be completed before the student progresses to the junior and senior years. See Admission to the Upper Division.

Code to course symbols are:

AR — Art	MA — Mathematics
BA — Business Admin.	ML — Modern Languages
BI — Biology	MU — Music
BL — Biblical Languages	NU — Nursing
BS — Behavioral Science	PE — Physical Education
CH — Chemistry	PH — Physics
CO — Communications	PS — Political Science
ED — Education	PY — Psychology
EN — English	RE — Religion
GE — Geography	SC — Secretarial Science
HE — Home Economics	SO — Sociology
HI — History	SW — Social Work
IN — Interdisciplinary Studies	VE — Vocational Education

COURSE SCHEDULES

Each year the College publishes a Schedule of Classes which lists the courses offered, the time of meetings, the rooms, and the instructors.

The College reserves the right to cancel any course offered for which there is not an enrollment of at least six students, and to limit the number of students in a class when limited enrollment is advantageous.

CREDIT

The unit of credit is the quarter hour. A quarter hour is the amount of credit earned for the satisfactory completion of one hour a week lecture or recitation or at least two hours a week laboratory practice throughout one quarter.

Hyphenated courses (101-102) indicate that the sequence of courses should be taken in order. Credit toward graduation will not be allowed for hyphenated courses until the entire sequence is completed.

4-4 indicates that the course carries four quarter hours of credit each quarter for two quarters, which, being hyphenated, should be taken in sequence.

4,4 indicates that the course may be taken out of sequence.

ADMISSION TO THE UPPER DIVISION

A student entering his third year of college work who lacks any of the prescribed courses of the lower division, which are preliminary to upper division work for a degree, must first register for such prescribed courses of the lower division and then complete his program from the upper division.

A student who has completed a two-year curriculum and later becomes a candidate for a degree must fulfill all the requirements for that degree, including entrance to upper division, requirements of the upper division, residence, and quality points.

STUDY LOAD

The normal load is 16 credits per quarter. Sophomores, juniors, and seniors may register for 18 credits if their cumulative grade-point average is 3.00 (B).

Students living in college residence halls may not register for fewer than 9 quarter hours without permission of the Academic Dean. Students are not permitted to add to their load by giving or receiving instruction away from the College, or registering for correspondence work, without permission of the Academic Policies Committee.

The following study loads will satisfy the authorities indicated.

1. Immigration Authorities	12	quarter	hours
2. Selective Service	12	"	"
3. Veterans	12	"	"
4. H. E. W.	12	"	"

CLASSIFICATION OF STUDENTS

Students are classified by the Director of Admissions and Records at the beginning of the school year. The student's classification for the year is determined by the amount of credit he has earned at the beginning of the college year. A student who may meet the hour requirement, but whose cumulative Grade Point Average is below 2.00 will be listed in the next lower class until his cumulative Grade Point Average is raised to 2.00 or better. Student classes are organized early in the fall quarter according to the following levels of academic achievement:

Freshman	0-43	quarter hours
Sophomore	44	quarter hours
Junior	92	quarter hours
Senior	140	quarter hours

Postgraduate Students: Students who have completed a baccalaureate degree and are registered for work which cannot apply toward an advanced degree.

Special Students: Students who have not completed the entrance requirements and are not eligible to enroll in a degree program.

REGISTRATION

For all students, new and returning alike, registration includes counseling, selection of courses, and payment of fees. Students are expected to register on the registration date as announced in the Bulletin. A registration envelope with full information on procedures will be issued at the Registrar's Office to the student formally accepted.

Students are not officially registered for a course until the instructor has received an approved class card. All students, both old and new, are expected to register at the beginning of each quarter at the time designated by the College. All students enrolled in the College must pre-register for each quarter during the periods designated in the College Bulletin. Any student who fails to pre-register will be subject to a cash fine of \$10.00.

LATE REGISTRATION

Permission to register late must be obtained from the Academic Dean. Students failing to register during the scheduled registration periods will be assessed a late registration fee of ten dollars the first day and two dollars for each additional day. Class periods missed because of late registration will be counted as absences from the class. *Ordinarily, no student will be allowed to register after the designated registration days have passed.* All classwork missed must be made up to the teacher's satisfaction.

Permission to register late should ordinarily be obtained before registration day. In any case the Dean must be presented satisfactory evidence to indicate that it was not possible for the student to register on the designated date.

CHANGE IN REGISTRATION

After a student's registration has been completed, he may not add a course or drop a course or change a section without the approval of the Adviser, the Instructor, the Registrar, and the Dean of Academic Affairs. This applies to all courses, including those taken on an audit basis.

A student should be very careful in his registration procedure to be sure that he registers for the courses that he needs and that he should take. A student may change the program of studies for which he has registered upon the approval of the Academic Adviser, the Registrar, and the Dean of Academic Affairs. A charge of five dollars (\$5.00) will be made for each such change except when made necessary by cancellation of scheduled classes or an officially approved change of schedule time which makes it impossible for the student to take the course because of a conflict with another course.

WITHDRAWALS

Students withdrawing from college or individual courses must file an official drop voucher with the Records Office. Failure to do so will result in the recording of unsatisfactory withdrawal (WF) on the student's permanent record. During the first six weeks of any quarter the student may withdraw from a course and receive a W. Withdrawals after this time will result in the recording of a WF unless exception is granted by the Academic Dean. Withdrawals must be approved by the Instructor, the Adviser, the Registrar, and the Academic Dean. The deadline for class withdrawal for the summer session is listed in the Academic Calendar. Withdrawals are not permitted during the last two weeks of a quarter. *Vouchers become effective as of the date on which they are returned to the Registrar's Office.*

PRE-EXAMINATION WEEK

Pre-examination Week is the week that precedes the final quarter examinations. During this week, no off-campus field trips, major examinations or extracurricular activities requiring student participation may be scheduled. This week should enable students to devote full time to the completion of course projects and to prepare for final examinations.

EXAMINATIONS

All students must take the final examination in each course at the time listed in the official time schedule or no credit will be granted for the course. Exceptions may be made only by the Academic Dean. Should the examination schedule require a student to complete four examinations in one day, arrangements may be made with the dean to complete one of the examinations at another time.

Examination for Waiver. Students who present satisfactory evidence of having a competency in an area covered by a required course may apply to the Academic Policies Committee. After being given approval by the Committee and having paid \$25.00 to the Accounting Office as an examination fee (non-refundable) the student will be administered the examination. If he earns a satisfactory score on the examination, the required course may be waived and

he will be allowed to substitute some other course in its place. Hour credit toward graduation cannot be earned by this examination.

Examination for Credit. If the student can present satisfactory evidence of a background of formal study in any area of the curriculum, he may be permitted by the Academic Policies Committee to sit for a comprehensive examination covering the requirements for any such course and receive hour credit toward graduation. Upon approval of the Committee, the student will pay to the Accounting Office the tuition based on \$10.00 per hour of credit offered by the course. This fee is not refundable. The grade earned on the examination will be recorded.

Oakwood College participates in the College Level Examination Program (CLEP) of the CEEB. Additional information can be obtained at the Registrar's Office.

COURSE EXEMPTION

A student may be granted exemption from certain required courses provided he fulfills one or the other of the two following requirements:

1. Presentation of credit in courses substantially equivalent in purpose, scope, context, and credit value to the required course from which exemption is requested.
2. Successful passing of a competence examination administered by the department concerned.

The granting of exemption does not involve the bestowal of credit, neither does it reduce the total number of hours to be earned for a degree. Its only effect is to increase the number of elective hours which the student may offer as part of his degree program.

GRADES AND REPORTS

Grade reports are issued to the student and to the parents or guardians at the end of each quarter provided the student's account is in order.

GRADING SYSTEM

Only quarter grades are recorded on the student's permanent record in the college. The following system of grading and grade point values is used.

Grade		Grade Points Per Hour
A, A-	(superior)	4
B+, B, B-	(above average)	3
C+, C, C-	(average)	2
D+, D, D-	(below average)	1
F, FA	(failure, failure due to absences)	0
I	(incomplete)	0
W	(withdrew)	0

WF	(withdrew failing)	0
AU	(audit)	0
NC	(noncredit)	0

GRADE-POINT AVERAGE

The grade-point average (GPA) for the quarter is computed by totaling the grade points earned in all courses attempted and dividing by the total hours attempted. Credits for which an F or WF are received are included in calculating the grade-point average. The symbols WP, AU and NC are disregarded in computing the grade-point average. Incompletes are not included in the G.P.A. until after the time specified for removal.

PASS-OR-FAIL COURSES

Students may take up to 12 quarter hours, in addition to Choir and required P. E. courses, to be applied toward graduation on a pass-or-fail basis. This option will be applicable to all courses except those in the student's major, minor, cognate courses or those that apply toward a teaching credential. Sophomores, juniors, and seniors having a minimum grade point average of 2.50 may take advantage of this option. Not more than one such course per quarter should be taken. A grade of "P" will be equivalent to a grade of "C" or better; and a grade of "U" will be given in place of a "D" or "F." These grades will have no effect on the student's G.P.A. No credit will be given for a course if a student receives a "U" grade in it. If the student receives a "P," he will receive the same amount of credit as if he had taken the course on a regular basis. Teachers should report the actual letter grade to the Registrar's Office, where it will be recorded on the following basis: A, B, C — Pass or "P"; D, F — Unsatisfactory or "U." Deadline for taking a course on this basis is one week after the beginning of the quarter.

DEAN'S LIST

Students with a minimum grade point average of 3.5, who carry a minimum of 15 quarter hours with no grade below a B, and no incompletes, are eligible for membership on the dean's list.

HONOR ROLL

Students who carry a minimum of 12 hours and who maintain a grade point average of 3.00, or above, during a given quarter with no grade below a "C" shall be considered HONOR STUDENTS for the quarter.

HONORS CONVOCATION

To give formal and public recognition for outstanding scholastic achievement, loyalty to College standards, and exemplary citizenship, the College conducts an annual Honors Convocation. To be eligible for participation the student must have a cumulative grade point average of not less than 3.25 and a minimum of 24 hours earned at Oakwood College.

GRADUATION WITH DISTINCTION

Students are graduated with honors under the following conditions:

Honorable Mention. A student must have a grade point average of 3.0.

Cum Laude. A student must have a grade point average of 3.25.

Magna Cum Laude. A student must have a grade point average of 3.50.

Summa Cum Laude. A student must have a grade point average of 3.75, or above.

INCOMPLETE WORK

I—indicates that a student's work is incomplete for the quarter because of illness or other unavoidable circumstances. An "I" will not be recorded for course work which is below passing, or for the inability of the student to submit required work as scheduled because of negligence. "I" may be given by the instructor, subject to approval by the Dean of the college. *Without the Dean's endorsement the grade "I" may not be accepted by the Registrar.* When an "I" is received, it may be removed upon completion of the work specified by the instructor and the reporting of the final grade to the Registrar within the first six weeks of the next quarter. Students whose make-up work is of such a nature that it may require additional time, may, with approval of the instructor, request advance permission from the Academic Policies Committee for an extension of time. The time limit is effective even though the student is not enrolled the following quarter. The incomplete is permanently changed to an "F" if not removed within the prescribed time. All incompletes should be removed before a student leaves campus on organizational tours (band, choir, etc.) involving school time.

ACADEMIC PROBATION

New students whose grade point average is less than 2.0 and greater than 1.5 are admitted on academic probation. Transfer students admitted with less than a cumulative grade point average of 2.0 (C) are automatically placed on academic probation. Students are placed on academic probation at the end of any quarter when their cumulative grade point average in residence falls below 2.0 (C), and will be so notified by the Academic Dean. Academic probation involves a trial period which, unless otherwise stated, is the current academic year. *However, any student on academic probation whose cumulative grade point average falls below 1.5 at the end of any quarter will be summarily dismissed for poor scholarship.* A student so dropped will not be considered for re-admission until the beginning of the following academic year.

All students on academic probation who have not attained the

required minimum grade point average of 2.0 by the end of the third quarter may be readmitted to the College at the discretion of the Admissions Committee in counsel with the Academic Policies Committee. If readmitted, the student must attain a minimum grade point average of 2.0 at the end of the sixth quarter. Any student who has been in residence at Oakwood for six quarters and whose overall grade point average is below 2.0 may expect to be dropped.

Students who have been dropped a *second time* for poor scholarship may not apply for readmission within one calendar year from the date of their dismissal. A student whose grades are extremely poor (1.0 or below) may be requested to withdraw from the College at any time regardless of the provisions stated above.

A student on probation is denied permission to participate in any public event sponsored by the College; he must not represent the College in any official capacity or hold office in any student organization.

The maximum load for a student on academic probation is fourteen hours. All students on academic probation will be required to take remedial courses in appropriate areas of study or participate in a program of remediation.

REPEATED COURSES

Occasionally students express an interest in repeating a course if the earned grade cannot apply toward graduation or for other reasons.

A student may repeat a course in which he has a grade of "C" only by permission of the Academic Policies Committee.

A student who has earned a grade of "D" in a major, minor, cognate, or in other required courses may, on the advice of his major professor, repeat the course or take another course in the same area, if it is recommended. In either case, the professor expresses his desire in writing.

The student who repeats a course is required to register in the regular way, repeat all the work of the course, including laboratory requirements and other required activities.

If a student repeats a course, he may receive whatever grade he earns, but he may not repeat the course for credit more than once.

Each time a course is taken the student's record will show the hours for which he registered and the grade points earned.

When a student is granted permission to repeat a course in which a failing grade has previously been recorded, his GPA will be computed on the basis of the final grade earned. However, both grades will appear on his transcript.

AUDITING COURSES

Students may audit courses only by permission of the Academic Dean and the instructor concerned.

Those who are interested in such courses should register at the time of the regular registration.

No credit is given for a course audited.

The tuition charged is one half the regular charge for credit.

Laboratory courses may not be audited.

A course started on the auditing basis cannot be changed to a credit basis after the first week of the course.

CORRESPONDENCE

No student shall take work by correspondence or enroll in another institution of higher learning while registered at Oakwood College without permission from the Academic Policies Committee.

CORRESPONDENCE AND EXTENSION WORK

Oakwood College recognizes and accepts credit for courses taken with the Home Study Institute, which is the Extension Division of the Associated Colleges of Seventh-day Adventists.

A maximum of 18 quarter hours (12 semester hours) of correspondence work or extension work credit may apply toward a baccalaureate degree program and twelve hours toward a two-year terminal program.

Ordinarily a student will be permitted to carry correspondence or extension work while in residence only if the required course is not obtainable at the college.

It is not recommended that seniors do any correspondence or transient work. In cases where this is an absolute necessity, the official transcript for the work completed must be in the Registrar's Office before April 15.

All correspondence or transient work, whether taken while in residence or during the summer, **MUST BE APPROVED IN ADVANCE** by the Academic Policies Committee and Registrar respectively. Appropriate forms may be obtained from the Registrar's Office.

Correspondence and transient credit with a "D" grade is unacceptable. A course taken in residence in which the student earned a "D" or an "F" may not be repeated by correspondence. No correspondence credit will be entered upon the student's record until he has earned a minimum of 16 hours in residence with an average of at least "C."

In no case may more than 17 hours of combined residence, correspondence and/or transient work be carried in a quarter without the approval of the Academic Policies Committee.

VISITING STUDENT PROGRAM

A cooperative arrangement exists with Alabama A & M University, Athens College, John C. Calhoun State Community College, The University of Alabama in Huntsville, and Oakwood College. Under this arrangement, a student at any of the participating institutions may request permission to attend a class at one of the other schools. Conditions governing the granting of permission include the following:

1. The student must be a full-time student.
2. The student must have an overall C average.
3. The course desired must be unavailable at the student's home institution.
4. The student's request must be approved by his advisor and other appropriate personnel.
5. Permission of the institution teaching the course is dependent upon availability of space for the visitor after its own students are accommodated.

Any student interested in participating in the Visiting Student Program should contact the Dean of Academic Affairs for information and procedures to be followed.

TRANSCRIPTS

Each student whose account is paid in full is entitled to a transcript of credits. The first transcript will be issued without cost; all additional transcripts are issued upon payment of \$1.00 per transcript. If the student is in arrears in payments of National Defense Loans and/or School Loans, the amount in arrears must be paid before a transcript will be released.

ATTENDANCE REGULATIONS

Regular and prompt attendance at all classes, chapel exercises, worship, and work assignments is expected of all students. Lack of attendance, therefore, implies lack of co-operation with the requirements of the College.

CLASS ABSENCES

Oakwood College operates under the following principles:

It is the responsibility of each instructor to interpret the College policies concerning attendance and to make his interpretations known to his students at the beginning of each course. Every instructor has the right to count class participation including attendance in calculating the term grade. It is the responsibility of the student to keep a record of his absences, to keep himself informed of the requirements of the instructor, to take all examinations at the time prescribed by the instructor, and to turn in all assignments when they are due.

Other than the above, the following regulations are in effect:

Attendance with punctuality is required at all classes and laboratory appointments. No class skips are allowed. If for any reason the total number of absences is double the number of credit hours of the course per quarter, credit may, at the discretion of the instructor, be forfeited and a grade of "FA" be recorded. Absences are counted from the first official day of classes. Three tardinesses are equivalent to one absence. A tardiness of more than ten (10) minutes is considered an absence. Absences immediately preceding or following a vacation, school picnic, or field day are counted double.

Authorized leaves of absence from campus do not excuse the student from classes or relieve the student of required class work. The student, however, must make arrangements with the teacher for every anticipated school trip and other authorized leaves at least 48 hours before the beginning of such anticipated schedules. All make-up work, involving examinations and other class requirements, must be made up within seven (7) days after the absence is incurred.

ASSEMBLY ABSENCES

A student is allowed two unexcused absences from Assembly without penalty each quarter. A \$5.00 charge will be made for each unexcused absence in excess of two.

Excuses for absences from Assembly must be submitted in writing to the Registrar's Office *before* the very next Assembly. Failure to do this will automatically result in an unexcused absence.

Permanent excuses from Assembly may be granted in the case of unavoidable work responsibilities. In order to be eligible for a permanent excuse for a quarter, a written request, signed by the work supervisor, must be submitted to the Registrar's Office no later than two weeks after the beginning of each quarter.

ATTENDANCE AT RELIGIOUS SERVICES

Seventh-day Adventists believe that the influence of religious services is an important factor in attaining Christian character. Therefore, attendance at worship services in the dormitories and at all Friday evening, Sabbath School, and church services is required of the students.

ERRORS AND CORRECTIONS

Grade reports are issued at the close of each quarter. Upon the receipt of a grade report, the student should carefully check it for correctness as to the courses recorded, credits, and grades. Any corrections needed must be taken care of within one week. No change will be made in the permanent record after two weeks from the issue of the grade report.

PROFICIENCY EXAMINATIONS

During the Spring of his Junior year, but no later than the fall of the senior year, a student is required to take a proficiency test in English. This test is administered as scheduled in the catalog once every quarter except Summer. If a student fails to pass the test, he is required to enroll for EN 250, a two-hour course in English fundamentals, and to pass this in order to qualify for graduation. To be eligible for participation in Senior Presentation, he must have passed the test, have taken English Fundamentals, or be currently enrolled in it.

GRADUATE RECORD EXAMINATION

All graduating seniors are required to take both the aptitude and advanced sections of the Graduate Record Examination, except majors in Theology, Secretarial Science, Home Economics, Business Education and Business Administration, who will be expected to take the aptitude section. The Medical College Admissions Test, the Dental Aptitude Test, the Law School Admissions Test, the National Teachers' Examination, and the Admission Test for Graduate Study in Business are accepted as substitutes for the Graduate Record Examination.

STANDARDS FOR GRADUATION, DEGREES, AND CERTIFICATES (B.A. and B.S.)

DEGREES AND DIPLOMAS

Oakwood College is a member of the Association of Seventh-day Adventist Colleges and Secondary Schools, and is authorized by the State of Alabama to confer appropriate literary degrees and honors upon its graduates. The College grants the degree of Bachelor of Arts and Bachelor of Science and diplomas in a limited number of terminal courses.

The Bachelor of Arts degree is conferred upon students who meet the requirements for graduation from the Liberal Arts curriculum or the curriculum in Religion.

The Bachelor of Science degree is conferred upon students who meet the requirements for graduation from the following specialized curricula: business administration, elementary education, home economics, and secretarial science.

Students completing specific requirements for certain two year terminal courses are awarded diplomas as Associates in Arts or Science.

REQUIREMENTS FOR BACCALAUREATE DEGREES

Students meeting the following conditions are eligible for baccalaureate degrees:

General Requirements

1. A candidate for a degree must have a satisfactory academic record and be of good moral character. In addition, the candidate must possess personal attributes which indicate that he has potential for leadership in his community and will reflect credit upon Oakwood College. The College reserves the sole and final right to determine whether the candidate possesses such personal attributes.
2. The responsibility for meeting requirements for graduation rests primarily upon the student. He should acquaint himself with the requirements as outlined in the College *Bulletin*, and, with the aid of his advisor, he should plan his work so as to fulfill each one of the requirements.
3. Candidates for degrees are expected to be fully informed concerning degree requirements and are responsible for their fulfillment. A student shall have the option of meeting degree requirements as published in the bulletin at the time of initial registration or any bulletin published while in regular attendance. Those not in regular attendance for two consecutive quarters must meet the requirements of the current *Bulletin* upon resuming attendance.

Quantitative

1. The satisfactory completion of a minimum of 192 QUARTER HOURS including 60 HOURS at the upper division level.
2. The satisfactory completion of the CORE CURRICULUM requirements.
3. The satisfactory completion of a MAJOR field of departmental specialization, including at least 24 hours of upper division courses.
4. The satisfactory completion of a MINOR field of departmental specialization, with at least 6 hours of upper division courses.

Qualitative

1. The attainment of a CUMULATIVE GRADE POINT AVERAGE of 2.0.
2. The attainment of a minimum over-all grade point average of 2.0 in the MAJOR and MINOR fields. No grade below "C" may apply towards the major and/or minor.

Residence

1. The satisfactory completion in residence of a minimum of 36 quarter hours during three consecutive quarters of the senior year.
2. The satisfactory completion in residence of a minimum of 30 quarter hours at the upper division level.
3. The satisfactory completion in residence of one half of the upper division hours in the major field.
4. The satisfactory completion in residence of 6 hours of the upper division hours in the minor field.

MAJORS AND MINORS

In addition to the Core Curriculum (General Education Requirements), a major and a minor are required for each degree. These majors and minors, however, may include appropriate work in the Core Curriculum. The following majors and minors, with the minimum number of quarter hours required for each, are available at this college:

<i>Subject</i>	<i>Major Quarter Hours</i>	<i>Minor Quarter Hours</i>
APPLIED SCIENCES AND EDUCATION		
Business Administration	48	28
Business Education	48	—
Elementary Education	48	—
Health and Physical Education	—	28
Secretarial Science	48	28
Secondary Education	—	32
BEHAVIORAL AND SOCIAL SCIENCES		
History	45	28

Political Science	—	28
Psychology	45	28
Social Work	45	28
Sociology	45	28
HUMANITIES		
English	45	28
Music	86	34
NATURAL SCIENCES AND MATHEMATICS		
Biology	45	28
Chemistry	45	28
Food & Nutrition	48	—
Home Economics	48	28
Mathematics	45	28
Medical Technology	48	—
Nursing*	50	—
Physics	—	28
RELIGION AND THEOLOGY		
Biblical Languages	—	28
Religion	45	28
INTERDISCIPLINARY STUDIES		
Black Studies	—	28

CANDIDACY FOR DEGREE

Degrees are ordered by the Registrar's Office the day after the annual Senior Presentation Program (February 22, 1976) for all Degree Candidates. To be eligible for Degree Candidacy, the following items must be satisfactorily completed:

1. Degree Candidates must be official members of the Senior Class.
2. The Program of Studies (Check Sheets) must be submitted to and reviewed by the Registrar not later than six (6) weeks after the beginning of the Fall or first quarter of the Senior year. Check Sheets may be submitted during the spring or third quarter of the Junior year. Forms may be obtained in the Registrar's Office.
3. The Senior Class Dues must be paid in full by January 31, 1976.
4. Satisfactory results must be on file in the Registrar's Office for the English Proficiency Examination or the student must be enrolled in the course EN 250 English Fundamentals at the time of the Senior Presentation Program (winter quarter).

Students are not considered Degree Candidates until so notified by the Registrar. In order to participate in the commencement exer-

* Associate Degree Program

cises, a student must have satisfactorily completed all requirements for graduation on time. Degrees will be issued to those students who have met all necessary requirements, including the clearance of all financial obligations with the College. All candidates are expected to participate in the commencement exercises unless granted permission to be graduated in absentia by the Academic Policies Committee.

SECOND BACHELOR'S DEGREE

Two different degrees may be conferred at the same time if the candidate has met the requirements of both degrees, and has completed a total of 240 quarter hours of credit. The College does not grant two degrees of the same kind to any one person, such as two B.A.'s or two B.S.'s. Students may, however, earn a second degree after one degree has been conferred by completing an additional 48 quarter credits, meeting the basic degree requirements of both degrees, and the requirements of a second major and a second minor.

CURRICULUM REQUIREMENTS

Oakwood College offers programs of study leading to the Bachelor of Arts, Bachelor of Science and Bachelor of General Studies degrees. To qualify for these degrees students must fulfill the major and minor requirements in the areas they select, and in addition must meet the basic requirements listed below.

Candidates for the B.S. degree are required to meet all basic requirements except foreign language.

PROGRAMS OF STUDY LEADING TO THE BACHELOR OF ARTS AND BACHELOR OF SCIENCE DEGREES

Liberal Arts Curriculum

Basic Requirements or General Education Requirements

Behavioral Science	4 hours
Required: PY 101 or SO 101	
Education	2 hours
Required: ED 101	
Health	2 hours
Required: PE 211	
Humanities	24 hours
Required: EN 101-102-103, EN 201, AR 201, MU 201	
Modern Language	12 hours
(Required of all candidates for the B.A. degree. Religion majors may substitute Biblical Languages. This requirement can be met by students submitting two units of a foreign language and passing the Foreign Language Proficiency Test.)	
Physical Education	3 hours
Required: PE 101, 102; Elective 1 hour	
Religion	16-22 hours
Required: RE 111, RE 201 or 202, RE 311 or 312, RE 331	
(Bible Survey—6 hours required of students submitting less than 2 units of High School Bible.)	
Science and Mathematics	20 hours
Required: BI 101, 102, MA 101, PH 101, 102	
Social Sciences	12 hours
Required: HI 101, 102	
Electives: HI 165, GE 201, PS 211, PS 450, HI 457, PS 441	
(Students who desire upper division courses should consult with the Department Head.)	
Total	95-101 hours

BACHELOR OF GENERAL STUDIES DEGREE

This degree program is an alternative to the B.A. and B.S. degree programs. It is designed to give the student who so desires an opportunity to choose a broad, interdisciplinary program of studies. The B.G.S. degree program, with its smaller Core Curriculum requirements, provides varied opportunities for students to cross departmental lines in obtaining the kind of education that would best prepare them for future study of hybrid disciplines.

The following are the requirements of the B.G.S. degree program:

1. A Core Curriculum of 48 QUARTER HOURS
 - Behavioral and Social Sciences 12 hours
One course must be in History
 - Humanities 12 hours
EN 101-102-103
 - Natural Sciences 12 hours
One course must be in Mathematics
 - Religion 12 hours
RE 101-102 or RE 111
2. Instead of a major and a minor, the student will pursue concentrations in at least three disciplines, with at least 16 upper division hours in each. A concentration in this context is defined as a unified, departmental area of study consisting of a minimum of 36 hours but without any specific course or cognate requirements.
3. The satisfactory completion of at least 90 QUARTER HOURS at the junior and senior levels in any fields with no grade below a "C". Not more than 30 of the 90 upper level hours or 60 of the 192 quarter hours would be accepted from any one department.
4. To be admitted to the program, students must have completed the core curriculum and have a grade point average of at least 2.25.
5. To remain in this program, each student is required to have his program of study approved by his faculty advisor and the Academic Policies Committee.

SUGGESTED PROGRAM OF STUDIES FOR B.A. AND B.S. DEGREES

TRACK I FRESHMEN				
Core Requirements	Fall	Winter	Spring	Credit
Religion	RE 101	RE 102	RE 111	3, 3, 4
Social Sciences	HI 101	HI 102	PS 211 or GE 201 or HI 165	4, 4, 4
Life Sciences	BI 101	BI 102	Elective	4, 4, 4
English	EN 101	EN 102	EN 103	4, 4, 4
Physical Education	PE 101	PE 102	Elective	1, 1, 1
			Total	16, 16, 17

TRACK II FRESHMEN

Core Requirements	Fall	Winter	Spring	Credit
English	EN 101	EN 102	EN 103	4, 4, 4
Physical Sciences	PH 101	PH 102	Elective	4, 4, 4
Behavioral Science, (SO 101 or PY 101)	Same	Same	Same	4, 4, 4
Health - Education, & Math Sequence (PE 211 - ED 101) or MA 101	Same	Same	Same	4, 4, 4
Religion	RE 101	RE 102	RE 111	3, 3, 4
Physical Education	PE 101	PE 102	Elective	1, 1, 1
			Total	16, 16, 17

TRACK I SOPHOMORES

Core Requirements	Fall	Winter	Spring	Credit
Religion	RE 201 or RE 202	Elective	Elective	4, 4, 4
Physical Sciences	PH 101	PH 102	Elective	4, 4, 4
Behavioral Science, (SO 101 or PY 101)	Same	Same	Same	4, 4, 4
Health - Education, & Math Sequence (PE 211 - ED 101) or MA 101	Same	Same	Same	4, 4, 4
Humanities	EN 201	MU 201	AR 201	4, 4, 4
			Total	16, 16, 16

TRACK II SOPHOMORES

Core Requirements	Fall	Winter	Spring	Credit
Religion	RE 201 or RE 202	Elective	Elective	4, 4, 4
Social Sciences	HI 101	HI 102	PS 211 or GE 201 or HI 165	4, 4, 4
Life Sciences	BI 101	BI 102	Elective	4, 4, 4
Humanities	EN 201	MU 201	AR 201	4, 4, 4
			Total	16, 16, 16

JUNIOR YEAR

Course No.	Course Title	Hours
RE 331	Gift of Prophecy	4
	(Electives to make 48 hours)	

SENIOR YEAR

Course No.	Course Title	Hours
RE 311 or 312	Prophetic Interpretation	4
	(Daniel and Revelation)	
	(Electives to make 48 hours)	

PRE-PROFESSIONAL CURRICULA AND TWO-YEAR COURSES

Oakwood College offers pre-professional curricula in a number of fields. Students planning to enter a particular professional school should acquaint themselves with the specific requirements of that school. The following curricula will satisfy the entrance requirements of many professional schools.

PRE-LAW

Students interested in pre-law should counsel with the Pre-law Advisor concerning the entrance requirements of law schools.

Since a college degree is necessary for admission to most law schools, it is recommended that a student elect a major field of concentration not later than the beginning of the second year. Majors and minors in the fields of business administration, history, English, behavioral science and political science are generally preferred, although other majors may be acceptable. Electives in human physiology and anatomy and in mathematics are quite helpful.

The booklet, *Law Schools and Bar Admission Requirements*, gives detailed information concerning a desirable academic background for the study of law. Interested students who desire a copy of this booklet should write to the following address:

Section of Legal Education and Admissions to the Bar
American Bar Association
1155 East Sixtieth Street
Chicago, Illinois 60600

PRE-MEDICAL AND PRE-DENTAL

Students preparing for medicine should be conversant with the requirements of the medical college to which they plan to apply. They should be careful to include all required courses in their program of study.

Since a college degree is necessary for admission to most medical schools, it is recommended that the student elect a major field of specialization not later than the beginning of the second year. Inasmuch as training in scientific thinking is an invaluable asset to the study of medicine, it is recommended that the student major either in biology or chemistry; however, the choice is left to the student.

For recommendation to a medical school, a student should:

- a. **Maintain** a commendable record of conduct and character.

- b. Attain a grade-point average of at least 3.0 in both science and non-science courses.
- c. Take the medical aptitude test during the 12 months preceding his application.
- d. Complete the basic requirements for the Baccalaureate degree.
- e. Include the following science and mathematics courses in his program of study:

<i>Courses</i>	<i>Course Title</i>	<i>Hours</i>
BIOLOGY		
BI 121-122-123	General Biology	12
BI 225	Embryology	5
BI 226	Comparative Vertebrate Anatomy	5
BI 331	Histology	4
BI 422-423	General Physiology	4-4
CHEMISTRY		
CH 111-112-113	General Chemistry	12
CH 301-302-303	Organic Chemistry	12
CH 321	Quantitative Analysis	4
CH 322	Physical Chemistry	4
CH 401	Biochemistry	4
MATHEMATICS & PHYSICS		
MA 111	College Algebra	4
MA 112	Plane Trigonometry	4
MA 211	Survey of Calculus	4
PH 111-112-113	General Physics	12

The pre-dental student is required to take the Dental Aptitude Test not later than the January preceding the school year for which registration is anticipated.

PRE-MEDICAL RECORD ADMINISTRATION — TWO YEARS

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
English		
EN 101-102-103	Freshman Composition	12
Humanities		
AR 201	Art Appreciation	4
EN 201	World Literature	4
MU 201	Music Appreciation	4
Natural Sciences and Mathematics		
BI 111-112	Human Anatomy & Physiology	10
Religion		
RE 101, 102	Bible Survey	6
RE 201, 202	Fundamentals of Christian Faith	8

Social Sciences		
HI 211, 212	U. S. History I, II	8
Secretarial Sciences		
SC 111-112	Elementary Typing	4
SC 113	Intermediate Typing	2
SC 141	Records Management	2
Business Administration		
BA 101	Intro. to Business	4
BA 111, 112, 113	Data Processing	9
Behavioral Science		
PY 101	Principles of Psychology	4
Electives to complete a minimum of 96 hours		

PRE-OCCUPATIONAL THERAPY — TWO YEARS

PRE-PHYSICAL THERAPY — TWO YEARS

PRE-DENTAL HYGIENE — TWO YEARS

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
English		
EN 101-102-103	Freshman Composition	12
Humanities		
AR 201	Art Appreciation	4
EN 201	World Literature	4
MU 201	Music Appreciation	4
Social Sciences		
HI 211, 212	U. S. History I, II	8
Behavioral Science		
PY 101	Principles of Psychology	4
Natural Sciences		
Biology		
BI 121-122-123	General Biology	12
Chemistry		
CH 101-102-103	Survey of Chemistry	9
Mathematics		
MA 101	Fundamental Concepts of Mathematics	4
Physics		
PH 101, 102	The Physical Sciences	8
Religion		
RE 101, 102	Bible Survey	6
RE 201, 202	Christian Fundamentals	8
Electives to complete a minimum of 96 hours		

BACHELOR OF SCIENCE IN NURSING (First Year)

It is important that students who wish to receive a Bachelor of Science degree in Nursing become familiar with the specific entrance requirements of the particular institution they wish to enter and choose from the electives those subjects that will fulfill the requirements of the school of nursing selected.

Prerequisites: Eighteen units of work taken in high school or academy that include the following:

<i>Courses</i>	<i>Units</i>
English (Excluding Business English)	3
History (American History and Government)	1
Mathematics (Excluding General Math and Business Arithmetic, Algebra required)	2
Science (Chemistry required; Physics desirable)	2
Electives	To complete 18 units

Electives may be selected from Mathematics, Foreign Language, Literature or Science. A grade lower than a "C" in a secondary science course is unacceptable.

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
RE 111 or 101	Life & Teachings or Bible Survey	4 or 6
BI 111-112	Anatomy and Physiology	10
BI 221	Microbiology	5
CH 101-102-103	Survey of Chemistry	9
EN 101-102-103	English Composition	12
PE 101, 102, Elective	Physical Education	3
	Electives	5

Electives may be selected from American Government, Psychology, Sociology, Foods and Nutrition and Speech.

PRE-X-RAY — ONE YEAR

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
EN 101-102-103	Freshman Composition	12
BI 111-112	Human Anatomy & Physiology	10
CH 111-112-113	General Chemistry	12
RE 101, 102	Bible Survey	6
MA 101	Fundamental Concepts of Mathematics	4
PY 101	Principles of Psychology	4
PE 101, 102, Elective	Physical Education	3

COOPERATIVE PROGRAMS

The Alabama Center for Higher Education is a consortium of eight four-year, degree-granting institutions of higher education in the State of Alabama. Oakwood College is a member of the Alabama Center for Higher Education. As a member of this consortium, Oakwood College participates with other member colleges in offering the following cooperative curricula:

1. Three-Two Cooperative Curriculum in Architecture
2. Three-Two Cooperative Engineering Curriculum
3. Two-Four Cooperative Veterinary Medicine Curriculum

THREE-TWO COOPERATIVE CURRICULUM IN ARCHITECTURE

Oakwood College, as a member of the ACHE Consortium, makes available to its students a Three-Two Cooperative Curriculum in Architectural Science. Students enrolling in this curriculum should complete the first three academic years at Oakwood College while pursuing a strong, liberal arts program with concentrations in the physical sciences, art, and the social sciences. Upon successful completion of this three-year architectural science curriculum, the student should transfer to the Tuskegee Institute School of Architecture and take courses in architecture for two years. Students successfully completing this five-year program will be awarded the Bachelor of General Studies degree from Oakwood College and the Bachelor of Arts degree in Architectural Science from Tuskegee Institute.

THREE-TWO COOPERATIVE ENGINEERING CURRICULUM

Students who enroll in this curriculum should complete the first three academic years at Oakwood College and pursue a strong liberal arts program with emphasis on physics and mathematics. Upon successful completion of this three-year Pre-Engineering Curriculum, the student should transfer to Tuskegee Institute and specialize in either Mechanical Engineering or Electrical Engineering for two years. Students successfully completing this cooperative program of courses will receive a Bachelor of General Studies degree from Oakwood College and a Bachelor of Science degree in Engineering from Tuskegee Institute.

TWO-FOUR COOPERATIVE VETERINARY MEDICINE CURRICULUM

Students who enroll in this program should complete the first two academic years at Oakwood College and pursue the following Pre-veterinary Medicine Curriculum:

PRE-VETERINARY MEDICINE

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
English		
EN 101-102-103	Freshman English	12
Physical Science		
CH 111-112-113	General Chemistry	12
CH 301-302-303	Organic Chemistry	12
PH 111-112-113	General Physics	12
Biological Science		
BI 121-122-123	General Biology	12
BI 225	Vertebrate Embryology	5
Electives in Social Sciences and Humanities		16
General Electives		15
		96

Students completing this curriculum should then transfer to the School of Veterinary Medicine of Tuskegee Institute. Upon completion of the first two years of the professional curriculum in Veterinary Medicine, the student will receive the Bachelor of General Studies degree from Oakwood College. At the end of the four-year professional program in Veterinary Medicine, the student will receive the degree of Doctor of Veterinary Medicine from Tuskegee Institute.

MEDICAL TECHNOLOGY

Oakwood College, the School of Medical Technology of Hubbard Hospital, Meharry Medical College, Kettering Memorial Hospital, and the School of Medical Technology of Florida Sanitarium and Hospital have established a cooperative curriculum which leads to the Bachelor of Science degree in Medical Technology from Oakwood College.

Students who enroll in this curriculum should complete the first three academic years at Oakwood College and the fourth year at one of the above cooperating institutions. Upon satisfactory completion of the one-year internship course in Medical Technology at one of the above named institutions, the student will receive the Bachelor of Science degree from Oakwood College.

A candidate for the Bachelor of Science degree with a major in Medical Technology must fulfill the following requirements:

1. Complete the basic requirements for the Bachelor of Science degree at Oakwood College.
2. Include the following Science and Mathematics courses in his program of studies:

<i>Courses</i>	<i>Course Titles</i>	<i>Hours</i>
BI 121-122-123	General Biology	12
BI 221	Microbiology	5
BI 331	Histology	4
CH 111-112-113	General Chemistry	12
CH 301-302-303	Organic Chemistry	12
CH 321	Quantitative Analysis	4
CH 401	Biochemistry	4
MA 111, 112	College Algebra, Plane Trigonometry	8
PH 111-112-113	General Physics	12

3. Have credits approved by the Registry of Medical Technologists of The American Society of Clinical Pathologists.
4. Gain admission to one of the above named institutions.
5. Successfully complete the twelve-month internship at one of the above named institutions.

DEPARTMENTS OF INSTRUCTION

The course offerings of the college are organized in seventeen departments of instruction:

Department of Art
Department of Behavioral Sciences
Department of Biology
Department of Business Administration
Department of Business Education and Secretarial Science
Department of Chemistry
Department of Education
Department of English
Department of Health and Physical Education
Department of History and Political Science
Department of Home Economics
Department of Interdisciplinary Studies
Department of Mathematics and Physics
Department of Modern Languages
Department of Music
Department of Nursing
Department of Religion and Theology

Department of

ART

ART (AR)

DESCRIPTION OF COURSES

AR 201. ART APPRECIATION

4

The purpose of this course is to engender an appreciation for the world's masterpieces of art.

AR 211. DRAWING

4

The development of the concepts and techniques required in order to accomplish competent graphic expression will be approached in the following media: pencil, ink, charcoal, pastels, chalk, brush and pen, conte crayon; and studies into the following techniques: sketching, line drawing, contour and cross hatch drawing, sculptural and atmospheric drawing, ink, brush and wash drawing. Four studio hours a week.

AR 251, 252. CERAMICS

4,4

The uses of various clays in pottery making and sculpture will be approached with emphasis on design and the development of skill in the manipulation of tools and materials. Four studio hours a week.

Department of

**BEHAVIORAL
SCIENCES**

Professor: Gooding
 Assistant Professors: Phillips, Winbush (Head), Wood
 Instructor: Blanchard

PSYCHOLOGY (PY), SOCIOLOGY (SO) AND SOCIAL WORK (SW)

The object of these programs is to acquaint the student with the principles, facts, approaches and methods of the discipline; to provide him with an understanding of psychology and sociology as sciences of behavior; and to improve his insight into his own behavior and that of others. The department aims to provide a good understanding of human adjustive behavior, of how societies, communities and groups are organized and maintained, and how the behavior of the individual is related to that of the group. It also seeks to introduce the student to the concepts and methods used in psychological and sociological research.

No course may apply towards both a major and a minor.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN PSYCHOLOGY**COURSE REQUIREMENTS****MAJOR (Psychology)**

PY 101 (Principles of Psychology)	4 hours
PY 201 (Psychology of Religion)	4 hours
PY 301 (Social Psychology)	4 hours
ED 311 (Human Growth and Development)	4 hours
PY 319 (Theories of Personality)	4 hours
PY 321 (Abnormal Psychology)	4 hours
PY 360 (Introduction to Experimental Psychology)	4 hours
PY 361 (Advanced Experimental Psychology)	4 hours
PY 401 (History and Systems of Psychology)	4 hours
PY 411 (Principles of Research)	4 hours
Electives (Psychology, Sociology and Social Work)	5 hours

(28 hours of upper division courses are required) 45 hours

MINOR (Field to be chosen) 28 hours

Required COGNATES:

SO 101 (Principles of Sociology)	4 hours
MA 307 (Statistical Methods I)	4 hours
MA 308 (Statistical Methods II)	4 hours

MINOR IN PSYCHOLOGY**PSYCHOLOGY MINOR**

PY 101 (Principles of Psychology)	4 hours
PY 201 (Psychology of Religion)	4 hours
PY 301 (Social Psychology)	4 hours
PY 401 (History of Psychology)	4 hours

Electives (Psychology, Sociology and Social Work) 16 hours
 12 hours

(12 hours of upper division courses are required) 28 hours

DESCRIPTION OF COURSES

- PY 101. PRINCIPLES OF PSYCHOLOGY** 4
An experimentally oriented introduction to the science of psychology, including such concepts as emotion, motivation, adjustment, perception, learning, intelligence, measurement, and experimental method.
- PY 111. SCHOLARSHIP SKILLS** 2
The application of psychology to the development of effective college study skills. Students' individual abilities are assessed so that group and individual programs may be designed to eliminate students' specific weaknesses and to improve their general higher level work skills. Elective credit only.
- PY 201. PSYCHOLOGY OF RELIGION** 4
A study of Christian principles of Psychology based on the writings of Ellen G. White. *Prerequisite:* PY 101.
- PY 221. PERSONAL AND SOCIAL ADJUSTMENT** 4
A study and development of methods of effective adjustment to stresses resulting from social interaction, occupational choice, education and life goals, and marital relationships. *Prerequisite:* PY 101.
- PY 301. SOCIAL PSYCHOLOGY** 4
The study of group affiliation, group standards, social perception and other social factors influencing the behavior of individuals, and interacting among groups. *Prerequisite:* PY 101 and SO 101.
- PY 319. THEORIES OF PERSONALITY** 4
A study of the main theories of personality structure, with consideration of the essential ingredients of healthy attitudes and behavior patterns. *Prerequisite:* PY 101 and SO 101.
- PY 321. ABNORMAL PSYCHOLOGY** (Psychology of Abnormal Behavior) 4
A study of the types, natures and causes of abnormal behavior; the effects of maladaptive behavior on individuals, families and communities, and methods of treatment. *Prerequisite:* PY 101 and PY 319.
- PY 331. GROUP DYNAMICS** 4
A study of the dynamics of groups with special emphasis being placed on patterns of leadership, solidarity, cohesion, conflict, accommodation, and cooperation. *Prerequisites:* PY 101 and PY 301.
- PY 341. BLACK PSYCHOLOGY** 4
Research methodology and alternatives within the confines of the black community will be the emphasis of this course. Examination of misconceptions related to the black community will also be given consideration. *Prerequisites:* PY 101 and/or SO 101.
- PY 351. INDUSTRIAL PSYCHOLOGY** 4
Application of psychology to the study of industrial and personnel problems, including such areas as human relations, selection, training, employee motivation, and morale. *Prerequisite:* PY 101.
- PY 360. INTRODUCTION TO EXPERIMENTAL PSYCHOLOGY** 4
A survey course acquainting the student with the experimental analysis of behavior. Emphasis will be placed on the physiological processes involved in human behavior. *Prerequisites:* MA 307 and/or MA 308.

PY 361. ADVANCED EXPERIMENTAL PSYCHOLOGY 4

An advanced course utilizing laboratory facilities to investigate human and animal behavior. Emphasis will be placed upon the student quantifying various aspects of human and animal behavior. *Prerequisite:* PY 360.

PY 401. HISTORY AND SYSTEMS OF PSYCHOLOGY 4

A study of the theoretical systems, experiments and personalities involved in the development of psychology. Senior standing.

PY 411. PRINCIPLES OF RESEARCH 4

An introduction to research methods and their application to social science with special relationship to sociology and psychology. *Prerequisites:* PY 101 and MA 307.

PY 421. INTRODUCTION TO COUNSELING 4

A study of the theories, methods, and problems in counseling with particular relationship to educational settings. *Prerequisite:* Senior standing.

PY 422. COUNSELING PRACTICUM 4

A course designed to acquaint the student with understanding the practical applications of counseling techniques in a clinical setting. *Prerequisite:* PY 421 and consent of instructor.

PY 491. INDEPENDENT RESEARCH 1-4

Senior majors in Psychology, Sociology or Social Work desirous of getting an independent course or research are encouraged to do so under direction of an advisor. *Prerequisites:* PY 411, MA 307 and senior standing.

BACHELOR OF ARTS IN SOCIOLOGY

COURSE REQUIREMENTS

MAJOR (Sociology)

SO 101 (Principles of Sociology)	4 hours
SO 211 (Introduction to Cultural Anthropology)	4 hours
PY 301 (Social Psychology)	4 hours
MA 307 (Statistical Methods I)	4 hours
MA 308 (Statistical Methods II)	4 hours
SO 310 (Dynamics of Socialization)	4 hours
PY 411 (Principles of Research)	4 hours
SO 421 (History and Theories of Sociology)	4 hours
SO 451 (Population and Demography)	4 hours
SO 461 (Ecology of Human Behavior)	4 hours

40 hours

Electives (Sociology, Social Work and Psychology) 5 hours

(28 hours of upper division courses are required) 45 hours

MINOR (Field to be chosen) 28 hours

Required COGNATE:

PY 101 (Principles of Psychology)	4 hours
BA 281 (Introduction to Economics)	4 hours

MINOR IN SOCIOLOGY

SOCIOLOGY MINOR

SO 101 (Principles of Sociology)	4 hours
PY 301 (Social Psychology)	4 hours
SO 310 (The Dynamics of Socialization)	4 hours
SO 421 (History and Theories of Sociology)	4 hours
	16 hours
Electives (Sociology, Social Work and Psychology)	12 hours
(12 hours of upper division courses are required)	28 hours

DESCRIPTION OF COURSES

SO 101. PRINCIPLES OF SOCIOLOGY 4

An introduction to the field of sociology, to terms and concepts related to human behavior, and to the influences of social and cultural factors upon human behavior.

SO 211. INTRODUCTION TO CULTURAL ANTHROPOLOGY 4

An introduction to the study of man as a total being, his culture and social organization, his inter-relationships with his habitat, and his bio-physical nature.

SO 231. SOCIAL PROBLEMS 4

An analysis of areas of social behavior considered to be problems in contemporary American society. *Prerequisite:* SO 101.

SO 241. RACE RELATIONS 4

A scientific approach to the study of racial elements in the population of the United States with particular emphasis on White and Negro groups. *Prerequisite:* SO 101.

SO 291. RURAL AND URBAN SOCIETY 4

Rural life and the place of rural people in our national life; rural social institutions. Also analysis of the modern urban community and its patterns of organization. Emphasis will be placed on the culture of cities and problems facing the urban dweller.

SO 301. THE SOCIOLOGY OF DEVIANT BEHAVIOR 4

Examination of criminality among juvenile and adult offenders. Also an analysis of law enforcement policies and a critical examination of legal, judicial and penological systems.

SO 310. THE DYNAMICS OF SOCIALIZATION 4

A critical examination of the process of becoming a group member as reflected in studies in child rearing practices and in studies of assimilation and acculturation. The impact of various societal institutions on the individual will be discussed.

SO 341. SOCIOLOGY OF RELIGION 4

A study of the inter-relationship of society, culture and religion; and the conflicts and problems which emerge between religion and other social institutions. *Prerequisite:* SO 101.

SO 361. MARRIAGE AND THE FAMILY

4

The ethics of family relationships, changing trends and functions of the modern family. An attempt is made to bring the student into contact with facts, principles, attitudes and problems that are likely to play a part in marriage. *Prerequisite:* SO 101.

SO 421. HISTORY AND THEORIES OF SOCIOLOGY

4

A survey of the historical background of sociology and its development as a field of behavioral science, emphasizing basic theories of sociology and their significance to sociological research. *Prerequisite:* SO 101.

SO 431. AFRO-AMERICAN CULTURE AND LIFE

4

An in-depth study of Afro-American culture and life. Current theory and research relevant to the political, social, and economic processes involved in survival in the black community. *Prerequisite:* SO 101.

SO 451. POPULATION AND DEMOGRAPHY

4

Demographic problems, population changes, trends in birth rates, mortality and fertility statistics; research-based demographic analysis as a means to study society. *Prerequisites:* MA 307 and PY 411.

SO 461. ECOLOGY OF HUMAN BEHAVIOR

4

The ecological aspects of human relations; ecological processes within the human community, urban and rural comparisons emphasized.

BACHELOR OF ARTS IN SOCIAL WORK**COURSE REQUIREMENTS****MAJOR (Social Work)**

SW 201 (Introduction to Social Welfare Policy I)	4 hours
SW 202 (Introduction to Social Welfare Policy II)	4 hours
SO 231 (Social Problems)	4 hours
PY 321 (Abnormal Psychology)	4 hours
SW 351 (Methods of Social Work Intervention I)	4 hours
SW 352 (Methods of Social Work Intervention II)	4 hours
SW 353 (Field Work with Community Agencies Part I)	4 hours
SW 354 (Field Work with Community Agencies Part II)	4 hours
SW 355 (Community Service Development)	4 hours
SO 361 (Marriage and the Family)	4 hours

40 hours

Electives (Any two of SO 241, PY 319 or PY 491) 5 hours

45 hours

Required COGNATES:

SO 101 (Principles of Sociology)	4 hours
SO 301 (The Sociology of Deviant Behavior)	4 hours
MA 307 (Statistical Methods I)	4 hours
ED 311 (Human Growth and Development)	4 hours
PY 411 (Principles of Research)	4 hours
PY 421 (Introduction to Counseling)	4 hours
SO 431 (Afro-American Culture and Life)	4 hours

28 hours

MINOR (Field to be chosen) 28 hours

MINOR IN SOCIAL WORK

SOCIAL WORK MINOR

SW 201 (Introduction to Social Welfare Policy I)	4 hours
SW 202 (Introduction to Social Welfare Policy II)	4 hours
ED 311 (Human Growth and Development)	4 hours
SW 351 (Methods of Social Work Intervention I)	4 hours
SW 352 (Methods of Social Work Intervention II)	4 hours
SW 353 (Field Work with Community Agencies I)	4 hours
SW 354 (Field Work with Community Agencies II)	4 hours
	28 hours

DESCRIPTION OF COURSES

SW 201-202. INTRODUCTION TO SOCIAL WELFARE POLICY I, II 4,4

A survey of social welfare programs, practices, policies and history that acquaints the student with the public and private services and programs designed to enhance the social development of our nation and to cope with the social problems of our society.

SW 351-352. METHODS OF SOCIAL WORK INTERVENTION I, II 4,4

A study of values, knowledge and principles of the social work profession and of casework, group work, community organization and other social work methods utilized in various social work agencies and social welfare settings. *Prerequisite:* SW 202.

SW 353. FIELD WORK WITH COMMUNITY AGENCIES PART I 4

A laboratory type course designed to introduce the student to the professional practice of social work by giving him contact with various agencies and facilities in the community. It is preferred that students have their own transportation. *Prerequisite:* SW 201.

SW 354. FIELD WORK WITH COMMUNITY AGENCIES PART II 4

A laboratory course designed to give the student actual working under qualified supervision. It is preferred that students have their own transportation. *Prerequisites:* SW 201 and SW 353.

SW 355. COMMUNITY SERVICE DEVELOPMENT 4

Study of methods for developing new services and institutions for the black community. *Prerequisite:* SW 352.

Department of

Professor: Blake (Head)

Associate Professors: Fish, Grandison, Smith

BIOLOGY

BIOLOGY (BI)

The curriculum is designed to train the student in such a manner as to enable him to enter graduate or professional school; to fill positions in elementary and secondary schools and in clinical and biological laboratories.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN BIOLOGY**COURSE REQUIREMENTS****MAJOR (Biology)**

BI 121-122-123 (General Biology)	4-4-4 hours
BI 225 (Embryology)	5 hours
BI 321 (Genetics)	4 hours
BI 322 (Philosophy of Science)	3 hours
BI 401-402-403 (Biology Seminar)	1-1-1 hours
BI 421 (Systematic Botany)	4 hours
BI 422 (General Physiology)	5 hours
Electives	9 hours

(24 hours of upper division Biology courses are required) 45 hours

Required COGNATES:

MA 111 (College Algebra)	4 hours
MA 112 (Plane Trigonometry)	4 hours
PH 111-112-113 (General Physics)	4-4-4 hours
CH 111-112-113 (General Chemistry)	4-4-4 hours
CH 301-302-303 (Organic Chemistry)	4-4-4 hours

44 hours

MINOR (Field to be chosen) 28-32 hours

MINOR IN BIOLOGY**BIOLOGY MINOR**

BI 121-122-123 (General Biology)	4-4-4 hours
BI 421 (Systematic Botany)	4 hours
Electives	12 hours

(8 hours of upper division Biology courses are required) 28 hours

DESCRIPTION OF COURSES**BI 101, 102. THE LIFE SCIENCES**

4,4

This course is designed for non-science majors. It is a basic study of biological principles involving various plants and animals. A major objective is the presentation of the concept of man in his biological background. Three hours lecture, three hours laboratory each week. Does not apply on a major or minor.

BI 111-112. HUMAN ANATOMY AND PHYSIOLOGY

5-5

The study of the structure and function of the human organism. Four hours lecture, three hours laboratory each week. Does not apply on a major or minor.

BI 121-122-123. GENERAL BIOLOGY

4-4-4

A study of the basic principles of biology and their exemplification in plants and animals. Three hours lecture, three hours laboratory each week.

- BI 221. MICROBIOLOGY** 5
The nature of bacteria and disease-producing organisms with their habits and methods of reproduction and the relation of these organisms to disease in the human body are studied. Four hours lecture, three hours laboratory each week.
- BI 225. EMBRYOLOGY** 5
A study of the embryonic development of animals with emphasis on the developmental morphology of vertebrates. Three hours lecture, six hours laboratory each week. *Prerequisite:* BI 121-122-123.
- BI 226. COMPARATIVE VERTEBRATE ANATOMY** 5
A study of the comparative anatomy of the chordates with emphasis on the vertebrates. Detailed dissections of the shark and cat are made in the laboratory. Three hours lecture, six hours laboratory each week. *Prerequisite:* BI 121-122-123.
- BI 321. GENETICS** 4
A study of the principles of inheritance in living organisms. Three hours lecture, three hours laboratory each week. *Prerequisites:* BI 121-122-123; CH 301-302-303.
- BI 322. PHILOSOPHY OF SCIENCE** 3
A study of the scientific method as it relates to primary origins and present-day distributions of living things. Evidences from archeology, the physical and biological sciences are examined. Three hours lecture each week. *Prerequisite:* BI 101-102 or BI 121-122-123.
- BI 331. HISTOLOGY** 4
A study of the microscopic anatomy of vertebrate tissues and organs including references to their functions. Two hours lecture, six hours laboratory each week. *Prerequisite:* BI 121-122-123.
- BI 360. INVERTEBRATE ZOOLOGY** 4
A survey of invertebrate biology emphasizing physio-behavioral-ecological adaptations of major taxonomic groups. Field identification of local species is included. Three hours lecture, three hours laboratory each week. *Prerequisites:* BI 121-122-123.
- BI 401-402-403. BIOLOGY SEMINAR** 1-1-1
A discussion of the methods of science, types and sources of biological literature, and methods of information retrieval. Research methods are studied and reports of topics from current literature are presented. One hour each week. These courses must be taken in sequence (Seniors only or by special permission of the instructor).
- BI 410. SPECIAL PROBLEMS IN BIOLOGY** 1
Directed independent study in an approved area. The student will be required to read widely on an assigned topic, follow research methods, and prepare a paper showing competence in and the extent of his study. Permission from the department chairman is required.
- BI 421. SYSTEMATIC BOTANY** 4
The principles of the classification of plants with emphasis on the local flora. Two hours lecture, six hours laboratory each week. *Prerequisite:* BI 121-122-123.

BI 422-423. GENERAL PHYSIOLOGY

4-4

The study of animal physiology relating structure to biochemical and biophysical processes. Three hours lecture, three hours laboratory each week. *Prerequisites:* BI 121-122-123; CH 301-302-303; and PH 111-112-113.

BI 425. GENERAL ECOLOGY

4

A study of the basic principles of plant and animal ecology. Field trips to nearby areas illustrating these principles are a part of the laboratory. Three hours lecture, three hours laboratory each week. *Prerequisite:* BI 121-122-123.

BI 450. ADVANCED TOPICS IN BIOLOGY

4

The exact topic to be announced by the particular instructor. Topics may include: entomology, parasitology, symbiosis, microtechnique, herpetology, ornithology, mammalogy, radioecology, plant physiology, animal behavior, etc. Lecture hours and laboratory hours variable. *Prerequisites:* BI 121-122-123.

Department of

Adjunct Professor: Osborne

BUSINESS ADMINISTRATION

Assistant Professors:

Gill, Jacobs (Head)

BUSINESS ADMINISTRATION (BA)

The aim of this department is to provide a technical, liberal, and ethical education which will equip young men and women with the skills and knowledge necessary for business and economic competence. The department also seeks to encourage qualified students to prepare for the teaching of business in the secondary school.

Students planning to teach Bookkeeping and commercial subjects in high school must also minor in Secondary Education.

The Department of Business Administration offers the B.S. degree in Business Administration. It is also possible to take up to 36 hours in Accounting. The required courses in the B.S. program are those recommended by the American Association of Collegiate Schools of Business. This program prepares men and women for denominational work, graduate work, or other areas of business.

No grade below "C" may appear on a major or minor.

**BACHELOR OF SCIENCE IN
BUSINESS ADMINISTRATION****COURSE REQUIREMENTS****MAJOR (Business Administration)**

BA 321, 322 (Intermediate Accounting)	4,4 hours
BA 281, 282 (Introduction to Economics)	4,4 hours

BA 311 (Business Finance)	4 hours
BA 381 or PY 351 (Principles of Business Management or Industrial Psychology)	4 hours
BA 411 (Principles of Marketing)	4 hours
BA 491 (Business Law)	4 hours
MA 307 (Statistics)	4 hours
Electives	12 hours
(24 hours of upper division Business Administration are required)	

 48 hours

Required COGNATES:

BA 111, 112 (Data Processing)	3,3 hours
MA 111 (College Algebra)	4 hours
MA 112 (Plane Trigonometry)	4 hours
MA 211 (Survey of Calculus)	4 hours
SC 111-112 (Elementary Typing)	2-2 hours
SC 231 (Office Machines)	3 hours

 25 hours

MINOR (Mathematics or Accounting suggested) 28-32 hours

MINOR IN BUSINESS ADMINISTRATION

BUSINESS ADMINISTRATION MINOR

BA 121, 122, 123 (Principles of Accounting)	3,3,3 hours
BA 281, 282 (Introduction to Economics)	4,4 hours
Electives (Upper Division)	11 hours

 28 hours

MINOR IN ACCOUNTING

ACCOUNTING MINOR

BA 321-322 (Intermediate Accounting)	4-4 hours
BA 341-342 (Cost Accounting)	4-4 hours
BA 391 (Income Tax Accounting)	4 hours
BA 421 (Advanced Accounting)	4 hours
BA 431 (Principles of Auditing Procedures)	4 hours

 28 hours

DESCRIPTION OF COURSES

BA 101. INTRODUCTION TO BUSINESS

4

A common survey course in business is designed to give a general background to the entire field of business and secretarial science.

BA 111. INTRODUCTION TO DATA PROCESSING

3

This is a course for the beginning student who desires to learn the principles and theory of data processing. Part of the quarter will be spent in theory and the rest will be in actual operation of IBM unit record equipment. \$7.50 lab fee.

BA 112. INTERMEDIATE DATA PROCESSING**3**

Students will learn basic wiring principles and the FORTRAN IV programming language. Lab work is centered around the IBM 1620 computer. \$5.00 lab fee.

BA 113. PROGRAMMING**3**

Students who have successfully completed BA 111 & BA 112 will be eligible to continue developing skills in computer programming using FORTRAN and the IBM 1620. \$5.00 lab fee.

BA 121-122-123. PRINCIPLES OF ACCOUNTING**3-3-3**

This is a basic course in bookkeeping and accounting theory. Emphasis is placed upon the accounting cycle for non-trading and trading businesses, partnerships, and corporations.

BA 201. BUSINESS COMMUNICATIONS**4**

Specialized training in business usage and commercial correspondence is offered in this course. It is planned especially for business and secretarial students in areas of letter and report writing with heavy emphasis on grammar, spelling, and punctuation. Offered even-numbered years.

BA 281, 282. INTRODUCTION TO ECONOMICS**4,4**

A study in fundamentals of economics with application to industrial and social life. Factors of production, industrial organization, value, price wealth, taxation, and politics are studied.

BA 311. BUSINESS FINANCE**4**

A preliminary course which deals with operation of private profit-seeking enterprises and the financial institutions common to the economy. Topics covered include the promotion of enterprises, risking of capital, problems of short, intermediate and long-term financing. The role of consumer credit in the financial structure and a resumé of the institutions financing the consumer are also studied. (*Prerequisite:* BA 121, 122, 123.)

BA 321-322. INTERMEDIATE ACCOUNTING**4-4**

The construction, analysis, and interpretation of financial statements, together with related theory and practice. Two hours of classwork each week and four hours of laboratory. (*Prerequisite:* BA 121, 122, 123.)

BA 341-342. COST ACCOUNTING**4-4**

This course treats cost accounting as a tool of management for manufacturing concerns. Both theory and practice are studied for job order, process, and standard cost systems. (*Prerequisite:* BA 321-322.) Offered odd-numbered years.

BA 381. PRINCIPLES OF BUSINESS MANAGEMENT**4**

A course covering the basic principles of business management including the organization of business in manufacturing and in merchandising. Budgeting, setting up of standards, and efficient use of both machines and men.

BA 391. INCOME TAX ACCOUNTING**4**

Discussion, analysis, and application of current federal income tax laws to individuals, partnerships, and corporations. Training is given in the preparation of tax reports. Offered even-numbered years.

BA 411. PRINCIPLES OF MARKETING**4**

This course covers marketing and business management in the American economy; market institutions and functions; relation of marketing methods

to other economic processes and existing economic conditions; the place and importance of marketing in modern economic organization.

BA 421. ADVANCED ACCOUNTING

4

Accounting for partnerships, special sales procedures, consolidations, and fiduciaries. (*Prerequisites:* BA 321-322.) Offered odd-numbered years.

BA 431. PRINCIPLES OF AUDITING PROCEDURE

4

The purpose of this course is to help the student to understand the auditing part of the work of the public accountant, and to help him apply the methods of procedures followed in conducting an audit for a small or medium-sized concern. The procedures for the effective auditing of cash, receivables, inventories, other assets, liabilities, and proprietorship are studied with an above-average degree of care. The procedures to be followed in carrying out detailed audit systems are also considered in the course. Offered odd-numbered years.

BA 441. GOVERNMENTAL ACCOUNTING

4

A study of the accounting principles and practices involved in budgeting, recording and reporting for state and local governments and eleemosynary institutions. (*Prerequisite:* BA 421.)

BA 491. BUSINESS LAW

4

This course is designed to familiarize the student with the fundamental principles of the laws of business so he may act intelligently and understand his rights, duties, and liabilities in ordinary business transactions. Contracts, negotiable instruments, sales, agency, property, corporations, landlord and tenant relationships, wills and legacies are covered.

Department of

Associate Professor:

Banks (Head)

**BUSINESS EDUCATION AND
SECRETARIAL SCIENCE**

Assistant Professor: Price

SECRETARIAL SCIENCE (SC)

The major goal of this department is two-fold: to prepare well-qualified teachers of business education for the Seventh-day Adventist school system and public secondary schools by requiring the satisfactory completion of a curriculum that incorporates the proper balance in the areas of business administration, secretarial skills and knowledge, and ethical education which will equip young men and women with the skills and knowledge necessary for them to enter offices as stenographers, secretaries, and general office workers.

The Department offers two programs for the Bachelor of Science degree with majors in Business Education and in Secretarial Science. An Associate in Science program with emphasis in Secretarial Science is also offered, and the Associate in Science degree is presented at the completion of the two-year secretarial curriculum. A minor in Secretarial Science is also available.

Students completing the Business Education program meet the requirements of the State of Alabama and are eligible for a Class B

Secondary Professional Certificate. All seniors are required to take the aptitude and advanced sections of the Graduate Records Examination.

No grade below "C" may apply on a major or minor.

BACHELOR OF SCIENCE IN BUSINESS EDUCATION

COURSE REQUIREMENTS

MAJOR (Business Education)

SC 101-102-103 (Shorthand Theory and Dictation)	4-4-4 hours
BA 121-122-123 (Principles of Accounting)	3-3-3 hours
SC 141 (Records Management)	3 hours
BA 201 (Business Communications)	4 hours
SC 201A (Advanced Dictation)	2 hours
SC 201B (Transcription)	2 hours
SC 231 (Machine Calculations)	3 hours
BA 281-282 (Introduction to Economics)	4-4 hours
SC 321-322-323 (Advanced Typewriting and Duplicating)	2-2-2 hours
BA 491 (Business Law)	4 hours

53 hours

Required COGNATE:

CO 201 (Fundamentals of Speech)	4 hours
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An additional course, BA 101, Introduction to the Business Professions, is required of students having no business training in high school.

Fifty-seven hours are required for the Business Education major, which include ten hours of upper division credits in business administration and secretarial science subjects. A student desiring to qualify for a Class B Secondary Professional Certificate must complete the following professional teacher education courses (referred to as the first minor of Secondary Education) which include an additional 25 upper division credits.

SECONDARY EDUCATION

(First Minor)

ED 241 (Principles of Secondary Education)	4 hours
ED 221 (Educational Psychology)	4 hours
ED 311 (Human Growth and Development)	4 hours
ED 328 (Methods and Materials of Teaching Business Education in the Secondary School, I)	4 hours
ED 329 (Methods and Materials of Teaching Business Education in the Secondary School, II)	4 hours
ED 341 (Audio-Visual Education or Elective)	4 hours
ED 421 (Internship in Secondary School Teaching)	9 hours

33 hours

Four additional hours in the area of science are required and may be chosen from the following:

HE 131 (Nutrition)	4 hours
BI 121 (General Biology)	4 hours
PH 111 (General Physics)	4 hours

An additional two-hour course in the Humanities area is needed for Certification: either Diction or Developmental Reading.

ELECTIVES:

ED 261 (Libraries and Materials)	4 hours
ED 351 (Philosophy and Foundations of Education)	4 hours
ED 361 (Educational Tests and Measurements)	4 hours
ED 401 (School Organization and Administration)	4 hours

A second minor is required which may be chosen from the following: English, Home Economics, History, Sociology, Psychology, Accounting, etc. Twenty-eight hours are required.

BACHELOR OF SCIENCE IN SECRETARIAL SCIENCE

COURSE REQUIREMENTS

MAJOR (Secretarial Science)

SC 141 (Records Management)	3 hours
SC 201A-202A-203A (Advanced Dictation)	2-2-2 hours
SC 201B-202B-203B (Transcription)	2-2-2 hours
SC 231 (Machine Calculations)	3 hours
SC 301-302 (Secretarial Procedures and Administration)	4-4 hours
SC 311-312-313 (Shorthand Reporting)	4-4-4 hours

OR

SC 411-412-413 (Machine Shorthand)	4-4-4 hours
SC 321-322-323 (Advanced Typewriting and Duplicating)	2-2-2 hours
SC 401 (Office Internship)	4 hours

(24 hours of upper division Secretarial Science courses are required)	48 hours
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Required COGNATES:

BA 121-122-123 (Principles of Accounting)	3-3-3 hours
BA 281, 282 (Introduction to Economics)	4,4 hours
BA 201 (Business Communications)	4 hours

21 hours

MINOR (Field to be chosen)	28-32 hours
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MINOR IN SECRETARIAL SCIENCE

SECRETARIAL SCIENCE MINOR

SC 141 (Records Management)	3 hours
SC 201A-202A-203A (Advanced Dictation)	2-2-2 hours

SC 201B-202B-203B (Transcription)	2-2-2 hours
SC 231 (Machine Calculations)	3 hours
SC 321-322-323 (Advanced Typewriting)	2-2-2 hours
Electives (Upper Division)	4 hours

28 hours

ASSOCIATE IN SCIENCE IN SECRETARIAL SCIENCE

The Associate in Science degree in Secretarial Science is designed to prepare personnel to be qualified for executive secretarial and administrative assistant positions in business. The program provides a background of cultural and academic education with the essential business skills and knowledge necessary for secretarial competence and is structured to enable the student to continue a four-year degree program in business teacher education without loss of credit. Credit for the last 48 hours of course work for the Associate in Science degree must be earned in residence at Oakwood College.

<i>Course Number</i>	<i>Course Description</i>	<i>Hours</i>
First Year		
RE 111 or 101-102*	Life and Teachings of Jesus or Bible Survey	4 or 6
BA 121-122-123	Principles of Accounting	9
EN 101-102-103	Freshman Composition	12
SC 101-102-103	Shorthand Theory	12
SC 111-112-113	Elementary and Intermediate Typewriting	6
SC 141	Records Management	3
PE 101-102	Physical Education	2
		48 or 50
Second Year		
RE 201	Fundamentals of the Christian Faith	4
BA 201	Business Communications	4
SC 201A-202A-203A	Advanced Dictation	6
SC 201B-202B-203B	Transcription	6
BA 281	Principles of Economics	4
SC 231	Machine Calculations	3
SC 301-302	Secretarial Procedures and Administration	8
SC 321-322-323	Advanced Typewriting and Duplicating	6
RE 331	The Gift of Prophecy	4
Electives		4
		49
TOTAL QUARTER HOURS		97 or 99

*Students having two or more credits in high school Bible will take RE 111—Life and Teachings of Jesus and ED 101—Principles of Christian Education.

NOTE: No grade below "C" may apply on courses in business administration, English, and secretarial science.

DESCRIPTION OF COURSES

- SC 101-102-103. SHORTHAND THEORY** 4-4-4
Presentation of the complete theory of Gregg Shorthand; rapid reading of shorthand plates; development of accurate and rapid writing of shorthand from dictation; development skills in the use of handling secretarial materials; correlated English instruction; arrangement of material from shorthand notes and rapid transcription of shorthand notes in mailable form. Requirement first quarter: 40 to 60 words a minute over new material. Requirement second quarter: 60 to 80 words a minute over new material. Requirement third quarter: 80 to 100 words a minute over new material.
- SC 111-112. ELEMENTARY TYPEWRITING** 2-2
An introductory course with emphasis on basic theory and skills for personal and vocational use. Five class periods each week.
- SC 113. INTERMEDIATE TYPEWRITING** 2
A continuation of the course SC 111-112. Special attention is given to more complex typing problems with emphasis on speed. Five class periods each week.
- SC 141. RECORDS MANAGEMENT** 3
Instruction and training are given in all phases of the management of business records. Practical application includes the five standard methods of filing—alphabetic, numeric, geographic, subject and chronologic. The practice set method of instruction is used.
- SC 201A-202A-203A. ADVANCED DICTATION** 2-2-2
SC 201B-202B-203B. TRANSCRIPTION 2-2-2
Prerequisites: SC 101-102-103 or demonstrated proficiency of 90 wpm. Professional competency in the ability to write and transcribe shorthand; emphasis on and extensive practice in the production of mailable transcription; office-style dictation; proofreading; efficient handling of dictation and transcription materials. Speed requirement at the end of first quarter, 100 wpm for secretarial majors; 120 wpm for business education majors (five-minute writing). The second and third quarters give insight into the nature and significance of secretarial positions in medicine, science and technology, law, and international trade. Required speed at the end of third quarter is 120 wpm for five minutes with at least 95 percent accuracy.
- SC 231. MACHINE CALCULATIONS** 3
This course is designed to develop acquaintance with the most frequently used types of office machines and provides the basic skills used in fundamental calculations. It deals with the aspect of calculation needed by the office worker and by the individual in the daily contact with mathematics. Emphasis is placed on rapid and accurate problem solving by use of business machines. Methods of presenting various units will be thoroughly discussed. Considerable practice will be given to solving problems in business and to constructing a course of study as the avenue for teaching this problem solving.
- SC 301-302. SECRETARIAL PROCEDURES AND ADMINISTRATION** 4-4
A terminal course dealing with professional ethics of an executive secretary. Consideration is given to the areas of office relations, appearance, attitudes, and office techniques. The student will be required to perform a variety of tasks that give practical application to the duties of a professional secretary. This course also provides background information necessary to those students taking the Certified Professional Secretaries Examination.

SC 311-312-313. SHORTHAND REPORTING

4-4-4

The first two quarters of this course deal with rapid dictation and transcription of congressional and other technical material. Speed requirement, 140 words per minute (five-minute timing). The third quarter deals with the secretary as a specialist. A specialized program of medical, legal, business, and industrial training is included to give the student a variety of experiences. This course will also give preparation for students taking the National Business Entrance Test.

SC 321-322-323. ADVANCED TYPEWRITING AND DUPLICATING

2-2-2

Prerequisites: SC 111-112-113 (beginning typewriting) or demonstrated proficiency of 50 net words per minute. Further development of speed and accuracy in typewriting; application of skill to letter arrangement; composition of letters at the typewriter; business forms; tabulated reports and manuscripts; duplicating fundamentals using spirit, mimeograph, and offset machines. On-the-job practice as secretary in the general, technical, accounting, legal, and medical offices. Analysis of basic skill in typewriting followed by individual programs of remedial practice designed to improve typewriting skill. Speed-up procedures are used in the development of maximum typewriting skill. Required minimum speed at end of third quarter, 70 net words per minute.

SC 401. OFFICE INTERNSHIP

4

This course includes instruction and laboratory practice designed to give the student a working knowledge of the mechanics of certain office procedures and techniques, including filing methods, calculating machine operation, and the use of duplicating and voice-writing equipment through actual office experience.

SC 411-412-413. (ELECTIVE) MACHINE SHORTHAND

4-4-4

The function of the shorthand reporter is to make, via a stenotype machine, a written record of everything said at a trial or a meeting and to furnish an accurate typewritten transcript. Court reporting requires a minimum speed of 200 words per minute for five minutes. *Prerequisite:* a typing speed of 60 words per minute, and a good background in English fundamentals. Offered during even-numbered years. Alternate to SC 311-312-313.

Department of

Professors: Cooper, Richardson (Head)

CHEMISTRY

Instructor: Kelly

CHEMISTRY (CH)

The curriculum is structured to give our students the rigorous training that will qualify them to fill positions in high schools as chemistry instructors, and in the chemical industry as chemists; to satisfy the course requirements for medicine, dentistry, nursing, home economics, etc.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN CHEMISTRY

COURSE REQUIREMENTS

MAJOR (Chemistry)

CH 111-112-113 (General Chemistry)	4-4-4 hours
CH 301-302-303 (Organic Chemistry)	4-4-4 hours
CH 321 (Quantitative Analysis)	4 hours
CH 322, 323 (Physical Chemistry)	4,4 hours
Electives	9 hours

(24 hours of upper division Chemistry courses are required) 45 hours

Chemistry majors preparing for medicine may delete CH 323
and substitute MA 211 for MA 201-202-203.

Required COGNATES:

MA 111 (College Algebra)	4 hours
MA 112 (Plane Trigonometry)	4 hours
MA 201-202-203 (Analytic Geometry and Calculus)	4-4-4 hours
PH 111-112-113 (General Physics)	4-4-4 hours
	32 hours

MINOR (Field to be chosen) 28-32 hours

MINOR IN CHEMISTRY

CHEMISTRY MINOR

CH 111-112-113 (General Chemistry)	4-4-4 hours
CH 321 (Quantitative Analysis)	4 hours
CH 301-302-303 (Organic Chemistry)	4-4-4 hours
	28 hours

DESCRIPTION OF COURSES

CH 101-102-103. SURVEY OF CHEMISTRY 3-3-3

A survey of inorganic, organic and biological chemistry for non-chemistry majors and minors.

CH 111-112-113. GENERAL CHEMISTRY 4-4-4

A survey of the fundamental laws and theories of chemistry with special emphasis on the working of problems and the relationship between atomic structure and the chemistry of the elements.

CH 201. QUALITATIVE ANALYSIS 4

A study of the principles and methods of chemical analysis used in separating and identifying the constituents of inorganic unknowns. *Prerequisites:* CH 111-112.

CH 301-302-303. ORGANIC CHEMISTRY 4-4-4

A survey of organic chemistry. It includes a general treatment of the mechanisms of organic reactions, resonance theory, the molecular orbital theory, the physio-chemical basis of synthetic reactions, and an introduction to nuclear magnetic resonance spectroscopy and infra-red spectroscopy as analytical tools. *Prerequisite:* CH 113.

CH 321. QUANTITATIVE ANALYSIS

4

The theory and practice of inorganic analytical chemistry, utilizing gravimetric, volumetric, and instrumental methods of analysis. *Prerequisite:* CH 113.

CH 322, 323, 324. PHYSICAL CHEMISTRY

4,4,4

A study of the fundamentals of chemical thermodynamics, chemical kinetics, and quantum mechanics. Offered when required. *Prerequisites:* CH 113, PH 113, MA 211 or equivalent.

CH 350. CHEMICAL INSTRUMENTATION

4

Separation of organic mixtures by chromatographic methods. The theory and practice of organic structure analysis, utilizing IR and UV spectrophotometry, and NMR and Mass spectrometry. Offered when required. *Prerequisites:* CH 301-302-303.

CH 401, 402, 403. BIOCHEMISTRY

4,4,4

The chemistry of carbohydrates, lipids, proteins, nucleic acids, intermediary metabolism, and certain physiological processes. Offered when required. *Prerequisites:* CH 301-302-303.

CH 421. RESEARCH

I-4

An original investigation in pure or applied chemistry under the guidance of the staff. Open to chemistry majors in their junior and senior years. Offered when required.

Department of

EDUCATION

Professors: McDonald, Quirante (Head)

Associate Professors: Hadley, Marshall

Assistant Professors: Bliss, Brantley

EDUCATION (ED) AND**VOCATIONAL EDUCATION (VE)**

The Department of Education embraces the disciplines of elementary education, secondary education, health and physical education, and vocational education. The Department provides a teacher training program with a major in Elementary Education and a minor in Secondary Education.

Degree Offered: The Department of Education offers a degree program leading to the Bachelor of Science in Elementary Education.

Elementary Education Major: A major in Elementary Education includes a maximum of sixty quarter hours of professional courses in education. Candidates for the B.S. in elementary education are required also to have one academic minor in any of the subjects taught in the elementary grades.

Required Cognate Courses: In addition to the general education requirements, students majoring in elementary education must fulfill the minimum requirements of the State of Alabama for a Class B Elementary Professional Certificate, and of the Seventh-day Adventist denomination for a Standard Elementary Certificate.

Secondary Education Minor: A minor in secondary education includes a minimum of 32 quarter hours of professional education. To qualify for teaching in the secondary schools, students should have one academic major and one academic minor in approved teaching areas in high school in addition to a secondary education minor.

Required Cognate Courses: Students minoring in secondary education must fulfill the minimum requirements of the State of Alabama for a Class B Secondary Professional Certificate, and of the Seventh-day Adventist denomination for a Standard Secondary Certificate in addition to the general education requirements of the College.

Admission to the Teacher Education Program: Education students with a major in elementary education or a minor in secondary education are required to make a formal application to the Teacher Education Council for admission to the Teacher Education Program. In order to be admitted to the Teacher Education Program, the student must have a minimum average GPA of 2.00, a proficiency in written and spoken English, intelligence, emotional stability, health, and a commitment to the teaching profession. Applications must be submitted not later than the Fall Quarter of the sophomore year.

In order to continue in this program, students should maintain an over-all GPA of 2.25 in all subjects, a minimum GPA of 2.50 in their major, and 2.00 in minor subjects. Membership and participation in the Student National Education Association is a basic requirement for admission to the Teacher Education Program.

No grade below "C" may apply on a major or minor field of specialization.

Application to Student Teaching Internship: In their junior year, education students must apply to the Teacher Education Council during the Spring Quarter for admission and placement to do their student teaching internship for the ensuing senior year. The student teaching program is scheduled normally for the Fall and Winter Quarters of the school year.

Teacher Certification: Detailed information on teacher certification, by the Denomination and by the State of Alabama, are available in the *TEACHER EDUCATION MANUAL* published by the Department of Education of Oakwood College.

BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION

COURSE REQUIREMENTS

MAJOR (Elementary Education)

ED 111 (Orientation to Teaching)	4 hours
ED 221 (Educational Psychology)	4 hours
ED 231 (Principles of Elementary Education)	4 hours
ED 300 (Methodology and Techniques of Teaching in the Elementary School)	4 hours
ED 301-309 (Methods and Materials of Teaching in the Elementary School)	27 hours
ED 311 (Human Growth and Development)	4 hours
ED 361 (Educational Tests and Measurements)	4 hours
ED 411 (Internship in Elementary School Teaching)	9 hours

 60 hours

Recommended Electives:

ED 220 (Introduction to Special Education)	4 hours
ED 251 (Fundamentals of Early Childhood Education)	4 hours
ED 261 (Libraries and Materials)	4 hours
ED 341 (Audio-Visual Education)	4 hours
ED 351 (Philosophy and Foundations of Education)	4 hours
ED 371 (Education of the Disadvantaged Child)	4 hours
ED 401 (School Organization and Administration)	4 hours

 28 hours

MINOR (To be chosen from subject areas taught in elementary school)

 28 hours

MINOR IN SECONDARY EDUCATION

MINOR (Secondary Education)

ED 111 (Orientation to Teaching)	4 hours
ED 221 (Educational Psychology)	4 hours
ED 241 (Principles of Secondary Education)	4 hours
ED 311 (Human Growth and Development)	4 hours
ED 320 (Methodology and Techniques of Teaching in the Secondary School)	4 hours
ED 321-330 (Methods and Materials of Teaching in the Secondary School (in major or minor)	4 hours
ED 421 (Internship in Secondary School Teaching)	9 hours

 33 hours

Recommended Electives:

ED 261 (Libraries and Materials)	4 hours
ED 341 (Audio-Visual Education)	4 hours
ED 351 (Philosophy and Foundations of Education)	4 hours
ED 361 (Educational Tests and Measurements)	4 hours
ED 401 (School Organization and Administration)	4 hours

 20 hours

DESCRIPTION OF COURSES

- ED 101. PRINCIPLES OF CHRISTIAN EDUCATION** 2
A study of the fundamental principles, theories and aims of Christian education.
- ED 111. ORIENTATION TO TEACHING** 4
A course designed to give the prospective teacher an understanding of the principles and procedures of teaching; including an overview of the American School system, and the preparation and qualities essential for successful teaching in public and private schools. Occupational and educational guidance will be provided. Students will perform class observations and other duties as teacher-aids.
- ED 220. INTRODUCTION TO SPECIAL EDUCATION** 4
This course acquaints prospective teachers and professional workers with the characteristics and problems of exceptional children and youth, including: the mentally retarded and advanced; the emotionally maladjusted; and those having visual, hearing, speech or other physical handicaps.
- ED 221. EDUCATIONAL PSYCHOLOGY** 4
A study of the nature of teaching and learning and the fundamentals involved in the learning processes. The course aims to aid prospective teachers in gaining a better understanding of children and adolescents—through case studies. The course is designed to acquaint the students with the psychological principles involved in successful teaching. *Prerequisite:* PY 101.
- ED 231. PRINCIPLES OF ELEMENTARY EDUCATION** 4
A course designed to give the prospective teacher an understanding of the principles and procedures employed in the organization and management of an elementary classroom. Opportunity is provided for observing, assisting, and participating in laboratory classroom activities.
- ED 241. PRINCIPLES OF SECONDARY EDUCATION** 4
A course designed to give students an insight into and an understanding of the work of the teacher. The course includes a study of the principles governing the objectives, organization and operation of secondary schools, as well as the problems of guidance and classroom management. Students will be given opportunity to observe, to participate, and to assist in laboratory classrooms.
- ED 251. FUNDAMENTALS OF EARLY CHILDHOOD EDUCATION** 4
A course designed to give the prospective teacher an understanding of the principles and procedures employed in the organization, management, and supervision of a kindergarten or nursery school. *Prerequisite:* ED 231.
- ED 261. LIBRARIES AND MATERIALS** 4
This course is designed to introduce the student to the use and functions of a library and its resources. It will survey library organization, services, processes and materials. Fundamentals of classification, basic reference materials and general print and non-print materials will be studied.
- ED 271. SURVEY OF HUMAN DEVELOPMENT** 4
An overview study of the physical, mental, and emotional development of humans from birth through senescence with special relevance to the nursing cycle.

**ED 300. METHODOLOGY AND TECHNIQUES OF TEACHING
IN THE ELEMENTARY SCHOOL**

4

A block of general methods and materials common to most areas of teaching in the elementary schools. *Prerequisite:* Admission to Teacher Education Program.

**ED 301-309. METHODS AND MATERIALS OF TEACHING
IN THE ELEMENTARY SCHOOL**

A series of courses in methods and materials peculiar to or generally used in teaching particular subject matter. Elementary majors will be required to take the methods courses which follow. *Prerequisites:* ED 300 and Admission to the Teacher Education Program.

**ED 301. METHODS IN TEACHING BIBLE AND SOCIAL STUDIES
IN THE ELEMENTARY SCHOOL**

2

ED 302. FOUNDATIONS OF READING

3

ED 303. READING DIAGNOSIS AND REMEDIATION

3

ED 304. READING IN THE CONTENT AREA

2

ED 305. CHILDREN'S LITERATURE

3

**ED 306. METHODS IN TEACHING LANGUAGE ARTS
IN THE ELEMENTARY SCHOOL**

2

**ED 307. METHODS IN TEACHING MATHEMATICS AND SCIENCE
IN THE ELEMENTARY SCHOOL**

4

ED 308. ELEMENTARY SCHOOL ART

4

ED 309. ELEMENTARY SCHOOL MUSIC

4

Required of all elementary education majors.

ED 311. HUMAN GROWTH AND DEVELOPMENT

4

A study of the physical, mental, emotional and social development of the individual from conception through adolescence with particular emphasis on normal adaptation to change and learning processes. Observation and laboratory experiences are required.

**ED 320. METHODOLOGY AND TECHNIQUES OF TEACHING
IN THE SECONDARY SCHOOL**

4

A block of general methods and materials common to most areas of teaching in the elementary schools. *Prerequisite:* Admission to Teacher Education Program.

**ED 321-330. METHODS AND MATERIALS OF TEACHING
IN THE SECONDARY SCHOOL**

A series of courses in methods and materials relevant to or generally used in teaching specific subject matter, one of which must be selected either in their major or minor teaching area. *Prerequisite:* ED 320, and admission to the Teacher Education Program. (The teaching of the Secondary Methods courses is the responsibility of the respective academic departments.)

**ED 321. METHODS IN TEACHING BIBLE AND RELIGION
IN THE SECONDARY SCHOOL**

4

**ED 322. METHODS IN TEACHING ENGLISH
IN THE SECONDARY SCHOOL**

4

ED 323. METHODS IN TEACHING HISTORY IN THE SECONDARY SCHOOL	4
ED 324. METHODS IN TEACHING MATHEMATICS IN THE SECONDARY SCHOOL	4
ED 325. METHODS IN TEACHING BIOLOGY IN THE SECONDARY SCHOOL	4
ED 326. METHODS IN TEACHING MUSIC IN THE SECONDARY SCHOOL	4
ED 327. METHODS IN TEACHING HOME ECONOMICS IN THE SECONDARY SCHOOL	4
ED 328. METHODS IN TEACHING BUSINESS SUBJECTS, I IN THE SECONDARY SCHOOL	4
ED 329. METHODS IN TEACHING BUSINESS SUBJECTS, II IN THE SECONDARY SCHOOL	4
ED 330. METHODS IN TEACHING READING IN THE SECONDARY SCHOOL	4
ED 341. AUDIO-VISUAL EDUCATION	4
A study of the principles, aims, and uses of educational media; practical application of theory and principle.	
ED 351. PHILOSOPHY AND FOUNDATIONS OF EDUCATION	4
A study of the historical, philosophical, and sociological foundations of American education. <i>Prerequisite:</i> ED 231 or ED 241.	
ED 361. EDUCATIONAL TESTS AND MEASUREMENTS	4
A course designed to provide functional knowledge of the meaning, use, and operation of tests and measurements in education. The role of evaluation in classroom instruction, the development of standardized tests, teacher-made tests, and other types of tests, as well as the grading system are studied. <i>Prerequisites:</i> ED 221, MA 101 or its equivalent, and an appreciation for figures.	
ED 371. EDUCATION OF THE DISADVANTAGED CHILD	4
A study of the special characteristics and needs of children from poverty-stricken communities and ways of teaching them.	
ED 401. SCHOOL ORGANIZATION AND ADMINISTRATION	4
A basic professional course designed to teach students about the essential elements in the organization and administration of the public system of education as well as that of church-related schools.	
ED 411. INTERNSHIP IN ELEMENTARY SCHOOL TEACHING	9
A course designed to give students opportunity for the application of teaching theories in the classroom. Students will be involved in observation, conferences, and full participation in a teaching situation on an internship basis under the supervision of competent cooperating teachers and college supervisors. The course requires the following: 1) attendance at weekly seminars; 2) membership in pre-professional organization (the S.N.E.A.); 3) a non-registration in other courses meeting before 3:00 P.M. during the quarter of internship. <i>Prerequisites:</i> ED 300, ED 301-309, and approval of application to do Internship Program by the Teacher Education Council.	

the basic physiological processes. The health instructions found in the writings of Mrs. E. G. White are given special emphasis.

PE 301. ANALYSIS OF INDIVIDUAL SPORTS 3

Organization and administration of individual sports, such as archery, badminton, golf, tennis, track and field, etc.

PE 305, 306, 307. OFFICIATING IN TEAM SPORTS 1,1,1

Theory and practice in officiation at team sports, interpretation of rules, officiating techniques, examinations and ratings. *Prerequisite:* Previous experience in playing basketball, flag football or field hockey, softball and volleyball. All students in these classes will be assigned to officiate for intramural programs of the College.

PE 310. FIRST AID INSTRUCTOR AND ATHLETIC INJURIES 3

Covers the requirements for the standard and advanced First Aid Certificate. Includes additional material in athletic injuries and civil defense activities.

PE 320. HEALTH EDUCATION IN SCHOOLS 3

An introduction to school health education with study into the basic issues and problems of school health.

PE 330. METHODS OF TEACHING PHYSICAL EDUCATION IN ELEMENTARY AND SECONDARY SCHOOLS 3

This course is to prepare elementary majors or secondary minors in the basic physical education concepts so as to aid them in teaching physical education at the elementary or secondary school level. Methods and materials, graded activities in games of low organization, team games, self-testing and safety measures, observation and testing of elementary school children will be scheduled. This course is required of all elementary majors and secondary education minors who elected P. E. and Health as a second minor.

PE 340. PRINCIPLES AND ADMINISTRATION OF PHYSICAL EDUCATION 3

The relationship of the field of physical education to modern education theory. The study into details of the organization of physical education activities and classification of pupils, and emphasis on the arrangement and construction of equipment and planning of school programs suitable to denominational schools.

Department of

Associate Professors: Harvey, Ross

Assistant Professors: Barham,

Barnes (Head)

HISTORY AND POLITICAL SCIENCE

HISTORY (HI), POLITICAL SCIENCE (PS) AND GEOGRAPHY (GE)

The Department of History and Political Science comprises areas of study in the various fields of history, political science, and geography. Courses in history are geared to meet the questions of the past and the problems of the contemporary world in areas of American, Latin American, European, and African studies, as well

as in studies relating to the development of the Christian church. Political science courses are built around the democratic concept of government, diplomatic relationships, and international viewpoints. Geography consists of a survey of physical and cultural relationships.

Students entering this department in the major and minor areas are advised to note the requirements as hereinafter listed.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN HISTORY

COURSE REQUIREMENTS

MAJOR (History)

HI 101 (Western Civilization I)	4 hours
HI 102 (Western Civilization II)	4 hours
HI 211 (U.S. History I) or HI 151 (The Americas)	4 hours
HI 212 (U.S. History II) or HI 152 (The Americas)	4 hours
HI 314 (Denominational History)	4 hours
HI 401 (Research Seminar)	4 hours
PS 211 (American Government)	4 hours
Electives (excluding Political Science Courses)	17 hours
(17 hours of upper division History courses are required. 12 hours of non-American studies are required.)	
	45 hours

MINOR (Field to be chosen) 28-32 hours

MINOR IN HISTORY

HISTORY MINOR

HI 101, HI 102 or HI 211, HI 212 or HI 151, HI 152	8 hours
PS 211 or GE 201 or HI 165	4 hours
HI 314 (Denominational History)	4 hours
Electives (Upper Division)	12 hours
	28 hours

HISTORY

DESCRIPTION OF COURSES

American Studies

HI 151, 152. THE AMERICAS 4,4

A general survey course dealing with the high points of the history of the United States, Canada, and Latin America from the time of discovery to the present.

HI 165. THE NEGRO IN AMERICA 4

A survey of the black experience in America from the sixteenth century to the present.

Department of

Assistant Professors:

Montgomery, Roddy (Head), Stafford

HEALTH AND PHYSICAL EDUCATION

PHYSICAL EDUCATION (PE)

MINOR IN HEALTH AND PHYSICAL EDUCATION

Minor in Health and Physical Education

PE 120 or 121 (Flag Football or Field Hockey)	1 hour
PE 122 (Basketball)	1 hour
PE 126 (Softball)	1 hour
PE 128 (Volleyball)	1 hour
PE 210 (Lifesaving)	2 hours
PE 229 (Beginning Equitation)	1 hour
PE 237 (Wilderness Campcraft)	1 hour
PE 245 (Tennis)	1 hour
PE 260 (Golf)	1 hour
PE 301, 302, 303 (Analysis of Individual Sports)	1,1,1 hour
PE 305, 306, 307 (Officiating in Team Sports)	1,1,1 hour
PE 310 (First Aid Instructor and Athletic Injuries)	3 hours
PE 320 (Health Education in Schools)	3 hours
PE 330 (Methods of Teaching Physical Education in Elementary and Secondary Schools)	3 hours
PE 340 (Principles and Administration of Physical Education)	3 hours
	28 hours

ACTIVITY COURSES

DESCRIPTION OF COURSES

PE 101-A. PHYSICAL CONDITIONING (MEN)	I
PE 101-B. SLIMNASTICS (WOMEN)	I
PE 102-A. BEGINNING SWIMMING (MEN)	I
PE 102-B. BEGINNING SWIMMING (WOMEN)	I
PE 102-AA. ADVANCED BEGINNING SWIMMING (MEN)	I
PE 102-BB. ADVANCED BEGINNING SWIMMING (WOMEN)	I
PE 107-A. INTERMEDIATE SWIMMING (MEN)	I
PE 107-B. INTERMEDIATE SWIMMING (WOMEN)	I
PE 112-A. ADVANCED SWIMMING (MEN)	I
PE 112-B. ADVANCED SWIMMING (WOMEN)	I

*PE 120.	FLAG FOOTBALL (MEN)	1
*PE 121.	FIELD HOCKEY (WOMEN)	1
*PE 122.	BASKETBALL	1
*PE 126.	SOFTBALL	1
*PE 128.	VOLLEYBALL	1
PE 140.	ARCHERY	1
PE 150.	BADMINTON	1
PE 210.	LIFESAVING	2
<i>Prerequisite:</i> PE 107-A/B.		
PE 215.	TRACK AND FIELD	1
PE 229.	BEGINNING EQUITATION	1
Knowledge and skill in handling, training and riding horses are developed to a level sufficient to support a recreational interest and to assure one's own safety and that of others.		
PE 237.	WILDERNESS CAMPCRAFT	1
Introduction to basic camping skills and equipment needed to enjoy the outdoors away from modern conveniences.		
PE 239.	ADVANCED EQUITATION	1
Knowledge and skill in handling, training and riding horses for useful work and pleasure showing.		
PE 245.	TENNIS	1
*PE 250, 251.	GYMNASTIC TEAM	1,1
(Admission to PE 250 will be based on satisfactory performance of try-out requirements for team membership.)		
PE 260.	GOLF	1
PE 270.	WATER SAFETY INSTRUCTOR	2
<i>Prerequisite:</i> PE 210.		
PE 275.	TUMBLING AND ELEMENTARY APPARATUS	1
Basic skills emphasized on trampoline, parallel bars, rings, unevens and balance beam.		
PE 280.	WILDERNESS TRAVEL AND SURVIVAL	1
A course designed to introduce individuals to the natural world in such ways that they can enjoy it fully and safely with minimum equipment. <i>Prerequisite:</i> PE 237.		

*Team Activities

THEORY COURSES

DESCRIPTION OF COURSES

PE 211.	HEALTH PRINCIPLES	2
A practical study of the principles of healthful living, including a study of		

short theme. The friendly letter, the business letter, and the longer composition and report are emphasized.

EN 111. DEVELOPMENTAL READING**2**

This course is intended to help the student develop and improve his reading ability. The course may be repeated but without credit. The class will meet four periods a week.

EN 112. ADVANCED READING SKILLS**2**

This course will emphasize flexible rates of reading for various types of reading, stress vocabulary power through contextual, advanced structural procedures and semantic variations, and relate present class demands to a wider scope of organized literature. There are two hours in class and one in laboratory. *Prerequisite:* EN 111.

EN 201. WORLD LITERATURE I**4**

An intensive study of selected masterpieces from the Old Testament, the Ancient East, Greece, Rome, Medieval Europe, and Africa. *Prerequisites:* EN 101-102-103. While not required, Western Civilization is recommended as a prerequisite.

EN 202. WORLD LITERATURE II**4**

A study of world masterpieces, beginning with the Renaissance and continuing as far as possible into the present. Attention will be given to some of the writings of minority groups. While desirable, it is not necessary that EN 201 be a prerequisite to this course. *Prerequisite:* EN 101-102-103. While not required, Western Civilization is recommended as a prerequisite.

EN 210. DICTION**2**

The purpose of this course is to build the student's vocabulary and give him an understanding of the etymology of familiar words, the methods of word formation in English, common Latin and Greek roots, and prefixes and suffixes, resulting in the ability to use words precisely and effectively.

EN 250. ENGLISH FUNDAMENTALS**2**

A course designed for those seniors who did not pass the English Proficiency Test given in the spring quarter of their junior year. In it the basic mechanics of sentence and paragraph structure will be reviewed, until the student can demonstrate his ability to write acceptable standard English.

EN 271-272-273. ENGLISH AND WORLD LITERATURE - SURVEY**4-4-4**

A year-long course designed to be taken in sequence during the sophomore year by English majors and minors as a prerequisite to period and non-literary courses to be pursued during the junior and senior years. It combines English and world literature, both by genre and chronology. The influence of one author upon another is emphasized, and some attention is given to affective movements in world history. Students majoring in related areas are welcome to enroll.

EN 301, 302. AMERICAN LITERATURE - SURVEY**4,4**

301: Colonial Period to the Civil War. (John Smith through Sidney Lanier).
302: Civil War through World War I. (Walt Whitman through William Dean Howells).

EN 305. BIBLICAL LITERATURE**4**

A survey is made of the prose and poetical masterpieces of the Bible; a study of the Bible as a masterpiece of literature.

- EN 320. BLACK LITERATURE** 4
A survey designed to introduce the student to literature written by black writers. Although other nationalities will be represented, the major emphasis will be upon literature produced in the United States.
- EN 323. MODERN AND CONTEMPORARY LITERATURE** 4
Post-World War I to the present. Emphasis on British and American authors, but contemporary continental authors are also included. Prerequisite for English majors and minors. EN 271-272-273 or 301, 302.
- EN 351. CREATIVE WRITING** 4
Designed to meet the needs of those interested in developing skills in creative writing, non-fiction, and poetry.
- EN 411. HISTORY OF THE ENGLISH LANGUAGE** 4
A study of the development of the language, with emphasis on the sound system and grammar; application of historical insights into problems of teaching English.
- EN 413. DESCRIPTIVE ENGLISH GRAMMAR** 4
An intensive study of English grammar from both the traditional and the linguistic points of view.
- EN 421. MILTON** 4
A study of John Milton's better-known major poems, together with some attention to selected prose.
- EN 441. MEDIEVAL AND RENAISSANCE LITERATURE** 4
English literature: Middle Ages through the Elizabethan Age.
- EN 451. ROMANTICISM** 4
Survey of the prose and poetry of the period 1785 - 1837 with special attention to the writings of Blake, Wordsworth, Coleridge, Keats, Byron, and Scott.
- EN 461. VICTORIANISM** 4
A survey of the period from 1837 through 1901, with special attention to the writings of Tennyson, Dickens, Arnold, Browning, Carlyle, Kipling, and others.
- EN 490. SEMINAR IN ENGLISH** 1
A seminar in which senior English majors will study current problems and developments in the broad field of English language and literature.

COMMUNICATIONS

DESCRIPTION OF COURSES

- CO 201. FUNDAMENTALS OF SPEECH** 4
A study of the basic principles of speech with particular emphasis given to delivery, speech composition, and oral interpretation.
- CO 331. JOURNALISM** 4
The principles of news reporting and elementary journalism are studied. Firsthand experience is gained in writing newspaper articles and in news reporting.

ED 421. INTERNSHIP IN SECONDARY SCHOOL TEACHING

9

A course designed to give students opportunity to apply the theories and principles of teaching in an actual classroom situation. Students will engage in observation, conferences, and full participation in teaching on an internship basis under the supervision of competent cooperating teachers and college supervisors. The course requires the following: 1) attendance at weekly seminars; 2) membership in a pre-professional organization (the S.N.E.A.); 3) non-registration in other courses meeting before 3:00 P.M. during the quarter of internship. *Prerequisites:* ED 320, completion of one of the Secondary Methods and Materials courses in the student's major or minor field of specialization, and approval of application to do Internship Program by the Teacher Education Council.

VOCATIONAL EDUCATION**DESCRIPTION OF COURSES****VE 101. BRICKMASONRY**

4

Principles of masonry and concrete work, estimating materials. Laboratory practice with common types of masonry.

VE 102. MECHANICAL DRAWING

4

Orthographic projection, pictorial drawing, sectional and auxiliary views, conventional representations, and dimensioning.

VE 103. GENERAL HORTICULTURE

4

A basic course for the general student who is interested in country living. A study of the principles of vegetable and fruit culture and landscape design. Lectures and field work will be coordinated.

Department of

**ENGLISH AND
LITERATURE**

Associate Professors: F. Davis, Winslow

Assistant Professors: O. Davis, Dykes,
Mulraine (Head)

Instructors: Brantley, Clark, Gooding

ENGLISH (EN) AND COMMUNICATIONS (CO)

The purpose of the English department is to train the student to express himself correctly and effectively, to understand and appreciate the best literature, and to impart such skill and appreciation to others. Incoming Freshmen are classified either by their ACT scores in English or by a test administered on campus. Those whose scores indicate weakness in English will be required to enroll in EN 100, a course which gives two hours credit and meets four days a week. Upon completion of this course, the student will enroll in the EN 101-102-103 sequence, and continue until all three are completed.

Unless a student has to take EN 100, he is expected to complete EN 101-102-103 by the end of the freshman year.

If a student has to repeat EN 101-102-103, he is to remove the deficiency by the end of his sophomore year.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN ENGLISH

COURSE REQUIREMENTS

MAJOR (English)

EN 301, 302 (Survey of American Literature)	4,4 hours
EN 323 (Modern and Contemporary Literature)	4 hours
EN 271, 272, 273 (Survey of English and World Literature)	4,4,4 hours
EN 411 (Descriptive English Grammar)	4 hours
EN 413 (History of the English Language)	4 hours
EN 490	1 hour
Three of the seven (EN 351, EN 320, EN 441, EN 451, EN 461, EN 305, EN 421)	12 hours
	45 hours

Required COGNATES:

HI 321 or 322 (History of England I or II)	4 hours
CO 201 (Fundamentals of Speech)	4 hours
CO 331 (Journalism)	4 hours
	12 hours

MINOR (Field to be chosen) 28-32 hours

MINOR IN ENGLISH

ENGLISH MINOR

EN 271-272-273 (Survey of English and World Literature)	4,4,4 hours
EN 301, 302 (Survey of American Literature)	4,4 hours
EN 331 (Journalism)	4 hours
EN 411 (Descriptive English Grammar)	4 hours
	28 hours

DESCRIPTION OF COURSES

EN 100. BASIC ENGLISH

2

This course is required of all students who fail in the English Placement Test.

EN 101-102-103. FRESHMAN COMPOSITION

4-4-4

The course deals with the fundamentals of writing, reading, speaking, and listening, with special emphasis on the sentence, the paragraph, and the

HE 431. ORGANIZATION AND MANAGEMENT OF FOOD SYSTEMS 4

A study of organization, management, personnel relationships, equipment selection, maintenance, and layout in institutional food service. Two class hours each week. Laboratory experience in college and hospital food service by arrangement.

HE 441. INDEPENDENT STUDY IN HOME ECONOMICS 1-4

Individual research. Limited to majors. Prior approval by Department Chairman.

Department of

INTERDISCIPLINARY STUDIES**INTERDISCIPLINARY STUDIES (IN)****MINOR IN BLACK STUDIES****Black Studies Minor**

HI 165 (The Negro in America)	4 hours
RE 211 (The Black Liturgy — An Historical Analysis)	4 hours
EN 320 (Black Literature)	4 hours
PY 341 (Black Psychology)	4 hours
IN 400 (Independent Research)	4 hours
Electives (from SO 241, MU 301, SW 355, HI 364, ED 371 and SO 431)	8 hours
	28 hours

DESCRIPTION OF COURSES**IN 201. HUMANITIES (For music majors only) 5**

A five hour course combining experience and activities with materials, concepts and cultural essences in the visual arts, literature and music. Because of the nature of the music curriculum this course is geared to the needs of music majors only.

IN 400. INDEPENDENT RESEARCH 4

The student will engage in a scholarly pursuit of knowledge related to black people involving his major field. The course should be taught by a teacher whom the student chooses as his advisor. *Prerequisite:* Senior standing.

Department of

Assistant Professors: Blake (Head), Dobbins

Instructor: Nichols

MATHEMATICS AND PHYSICS

MATHEMATICS (MA) AND PHYSICS (PH)

The specific objectives of this department are in agreement with the general objectives of the college.

Mathematics may be classified according to two general categories, pure mathematics and applied mathematics. Pure mathematics is very abstract, and proof (in the sense of a deductive system) is its most important concern. On the other hand, applied mathematics has arisen out of attempts to solve problems in the natural sciences and, in particular, the physical sciences. This department proposes to present these two points of view as a combined and unified whole.

The department further proposes to develop an appreciation by the student of the fact that the One who created and upholds the universe also made the integers and gave man the mental power and the will to develop the rest of what is called mathematics.

Those who plan to teach in secondary schools must also minor in Education, and meet the requirements for teacher certification.

Mathematics majors are encouraged to minor in at least one of the following subjects: chemistry, physics, or business administration.

French or German must be selected to fulfill the foreign language requirement.

No grade below "C" may apply on a major or minor.

BACHELOR OF ARTS IN MATHEMATICS

COURSE REQUIREMENTS

MAJOR (Mathematics)

MA 201-202-203 (Analytic Geometry and Calculus)	4-4-4 hours
MA 301 (Linear Algebra)	4 hours
MA 310-311 (Analysis)	4-4 hours
MA 401-402 (Advanced Calculus)	4-4 hours
MA 411-412 (Introduction to Modern Algebra)	4-4 hours
MA 419 (Real Analysis)	4 hours
Electives	1 hour

(24 hours of upper division Mathematics courses are required) 45 hours

MINOR (Field to be chosen) 28-32 hours

PY 101 (Principles of Psychology) or	
SO 101 (Principles of Sociology)	4 hours
PY 351 (Industrial Psychology)	4 hours

63 hours

Additional courses should be chosen to meet the current requirements of the American Dietetic Association according to area of specialization. (Consult Advisor).

MINOR (Field to be chosen) 28-32 hours

Three routes are available to students wishing to prepare for a career in professional dietetics, 1) a Bachelor of Arts or a Bachelor of Science degree in Home Economics — Concentration in Food and Nutrition followed by an internship by the American Dietetic Association, 2) an integrated four-year undergraduate program in which the internship is provided in the last two years, or 3) following the bachelor's degree a pre-planned two-year work-study program approved by the American Dietetic Association. It is essential that the student consult with an advisor in the department of home economics at the beginning of his freshman year, and preferably while in the secondary school.

DESCRIPTION OF COURSES

HE 111. FOOD PREPARATION 4

The selection, care, composition, and preparation of foods.

HE 121. MEAL PLANNING 4

Menu planning, marketing, meal preparation and service. Three class hours and one laboratory period each week. *Prerequisite:* HE 111, or by approval.

HE 131. NUTRITION 4

Basic principles of human nutrition, including nutrients and allowances for various ages and normal stress conditions. Carries credit toward the general education requirement in science.

HE 141. TEXTILES 2

A detailed study of the fabrics used in clothing and home decoration, with particular emphasis on modern synthetics and the popular wash-and-wear fabrics. A study of the structure, decoration, fiber content, and appropriate and artistic use of current fabrics.

HE 151-152. CLOTHING SELECTION AND CONSTRUCTION 4-4

Artistic and economic factors are studied and applied to clothing for the family. Emphasis is placed on planning, buying, alteration, cost, care and renovation of clothing. This course offers students opportunities in construction of garments for the family, using patterns to develop speed and confidence. *Prerequisite* HE 141, or by approval.

HE 201. ART IN LIFE 4

Designed to develop an aesthetic appreciation and understanding of art principles as used in the home and clothing. Personal and home problems considered.

- HE 211. SOCIAL AND PROFESSIONAL ETHICS** 2
A course designed to develop an understanding of the current social code for both men and women and to provide experience in its application to college life, home and community living. Acceptable modes of interacting in social and professional situations are presented.
- HE 221. HOME MANAGEMENT** 4
A study of management of time and energy, finance, food, and clothing, health and recreation, in homemaking and family life.
- HE 231. EQUIPMENT AND HOME CARE** 4
A study of kitchen planning and of the buying, operation, and care of electric and gas appliances and other articles of equipment used in home management.
- HE 301. EXPERIMENTAL FOODS** 4
Research methods applied to individual and class problems in food preparation. *Prerequisites:* HE 111, 121, and CH 101-103.
- HE 321. ADVANCED NUTRITION** 4
A study of the principles of normal nutrition in the world field as applied to individuals of all ages. There are three hours in class and one in laboratory. *Prerequisites:* HE 111, 121, and 141, and Chemistry 101-102, or by approval.
- HE 331. DIET THERAPY** 4
The principles of nutrition applied to physiological conditions altered by disease and abnormalities. Three class periods and one laboratory each week. *Prerequisite:* HE 321.
- HE 341. HOME MANAGEMENT PRACTICUM** 4
Cooperative living in homemaking groups in the home management house. Experience is given in management, accounting, food preparation and service, aesthetic arrangements and entertaining. Charges are based on prevailing food costs. Registration required in the department office one quarter in advance. *Prerequisites:* HE 111, 121, 131, 201 and 221.
- HE 351. TAILORING** 4
Principles involved in making suits and coats for women. Open only to those who show skill in the construction of garments. *Prerequisites:* HE 141, 151, or by approval. Offered even-numbered years.
- HE 401. DRESS DESIGN** 4
A course involving principles of draping and flat pattern design and their practical applications in sewing. Stress on current construction techniques and individualized fitting.
- HE 411. INTERIOR DESIGN** 4
A study of the art of creating beautiful and functional arrangements of furnishings and decorations inside the modern home. The designing of interiors which are distinctive, yet economical. A detailed study of the buying and artistic use of such items as china, glassware, silver, and furniture. *Prerequisite:* HE 201, or by approval. Offered odd-numbered years.
- HE 421. QUANTITY FOOD MANAGEMENT** 4
A study of the quantity food purchasing, production, and service. Two classes per week and six laboratory hours in college and hospital food service by arrangement.

GEOGRAPHY

DESCRIPTION OF COURSES

GE 201. PRINCIPLES OF GEOGRAPHY

4

Physical, cultural, and economic geography surveyed. Cognate for education majors.

Department of

Assistant Professor: Davis (Head)

Instructor: Taylor

HOME ECONOMICS

HOME ECONOMICS (HE)

The objectives of the Home Economics Department are to develop a realization of the scope of Home Economics Education, to teach standards of healthful living, to increase the competence of prospective teachers, dietitians, and home economists and to prepare students for opportunities in various areas of Home Economics.

No grade below "C" may apply on a major or minor.

BACHELOR OF SCIENCE IN HOME ECONOMICS

COURSE REQUIREMENTS

MAJOR (Home Economics)

HE 111 (Food Preparation)	4 hours
HE 121 (Meal Planning)	4 hours
HE 131 (Nutrition)	4 hours
HE 141 (Textiles)	2 hours
HE 151-152 (Clothing Selection and Construction)	4-4 hours
HE 201 (Art in Relation to Home and Clothing)	4 hours
HE 221 (Home Management)	4 hours
ED 311 (Human Growth and Development)	4 hours
HE 341 (Home Management in Residence)	4 hours
HE 421 (Quantity Food Management)	4 hours
Electives	6 hours

(24 hours of upper division Home Economics courses are required)

 48 hours

Those planning to teach must meet state certification requirements (consult advisor).

Required COGNATES:

BA 281 (Introduction to Economics)	4 hours
SO 361 (Marriage and the Family)	4 hours
CH 101-102-103 (Survey of Chemistry)	3-3-3 hours

17 hours

MINOR (Field to be chosen)	28-32 hours
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MINOR IN HOME ECONOMICS

HOME ECONOMICS MINOR

HE 111 (Food Preparation)	4 hours
HE 121 (Meal Planning)	4 hours
HE 151-152 (Clothing Selection and Construction)	4-4 hours
Electives	12 hours

(12 hours of upper division Home Economics courses are required)

28 hours

BACHELOR OF SCIENCE IN FOOD AND NUTRITION**COURSE REQUIREMENTS**

MAJOR (Dietetics)

HE 111 (Food Preparation)	4 hours
HE 121 (Meal Planning)	4 hours
HE 131 (Nutrition)	4 hours
HE 301 (Experimental Foods)	4 hours
HE 321 (Advanced Nutrition)	4 hours
HE 421 (Quantity Food Management)	4 hours
HE 431 (Institutional Management)	4 hours
Electives	20 hours

(24 hours of upper division Home Economics courses are required.)

48 hours

Required COGNATES:

BA 281 (Introduction to Economics)	4 hours
BI 111-112 (Human Anatomy and Physiology)	5-5 hours
BI 221 (Microbiology)	5 hours
CH 111-112-113 (General Chemistry)	4-4-4 hours
CH 301-302-303 (Organic Chemistry)	4-4-4 hours
ED 221 (Educational Psychology)	4 hours
EN 351 (Creative Writing)	4 hours
MA 111 (College Algebra)	4 hours

HI 211. U.S. HISTORY I 4

A survey of the American scene from approximately 1620 to 1860.

HI 212. U.S. HISTORY II 4

A survey of the American scene from 1860 to the present with emphasis on the contemporary period.

HI 314. DENOMINATIONAL HISTORY 4

A survey course of the rise and progress of the Seventh-day Adventist Church.

HI 364. AFRO-AMERICAN BACKGROUNDS 4

The impact of Africa as well as America on the contemporary black in the Americas. *Prerequisite:* Either HI 101 and HI 102 or HI 211 and HI 212.

HI 401. RESEARCH SEMINAR 4

The student will be assigned to do a major research paper in either American, non-American, Black studies or political science areas, and will be assigned to that teacher who specializes in that field.

HI 457. THE AMERICAN FRONTIER 4

The study of advance across the North American Continent during the era 1607-1890. *Prerequisites:* HI 211 and HI 212.

HI 461. CIVIL WAR AND RECONSTRUCTION 4

Particular emphasis on the period described in the title. *Prerequisite:* HI 211.

Non-American Studies**HI 101. WESTERN CIVILIZATION I** 4

A survey course that investigates the great movements of history from the downfall of the Western Roman Empire in 476 A.D. up to and including the era around 1650.

HI 102. WESTERN CIVILIZATION II 4

A survey course that investigates the great movements of history from the era of 1650 up until the present time.

HI 301. ANCIENT HISTORY I 4

A survey course examining the early empires of antiquity up to and including the Medo-Persian Empire. A required course for religion majors.

HI 302. ANCIENT HISTORY II 4

A survey course examining the empires of Greece and Rome, the development of the Papacy and the overthrow of Western Rome. Required of all religion majors.

HI 321. HISTORY OF ENGLAND I 4

A study of the development of England and the British Empire up to and including the period of the Tudors. A cognate for English majors and minors. *Prerequisite:* HI 101, HI 102.

HI 322. HISTORY OF ENGLAND II 4

A study of the development of England and the British Empire from the Civil War up to and including the twentieth century. A cognate for English majors and minors. *Prerequisite:* HI 101, HI 102.

HI 441. HISTORY OF THE CHURCH 4

A study of the formation and development of the Christian church until the thirteenth century with particular emphasis on the first four centuries.
Prerequisite: HI 101, HI 102.

HI 442. THE AGE OF REFORMATION 4

A study of the main events in European History from 1450-1650, with emphasis on the religious controversy. *Prerequisite:* HI 101, HI 102. A required subject for all religion majors.

HI 468. THE AGE OF REVOLUTION 4

The era and times of revolution in America and Europe from 1770-1870.
Prerequisites: HI 101 and HI 102.

MINOR IN POLITICAL SCIENCE

POLITICAL SCIENCE MINOR

PS 201 (Comparative Governments)	4 hours
PS 211 (American Government)	4 hours
PS 221 (Introduction to Political Science)	4 hours
PS 441 (International Relations)	4 hours
PS 450 (American Diplomacy)	4 hours
PS 451 (Inter-American Relations)	4 hours
One of the Two (BA 491, SO 301)	4 hours

28 hours

DESCRIPTION OF COURSES

PS 201. COMPARATIVE GOVERNMENTS 4

An examination of several of the predominant ideologies and governments in the world. A contemporary study.

PS 211. AMERICAN GOVERNMENT 4

A course of study concerning the organization of the United States government in regard to the various branches both on the Federal and state levels.

PS 221. INTRODUCTION TO POLITICAL SCIENCE 4

An examination of the standard essentials of political science in which are considered certain contemporary political doctrines, systems of government, political organization and behavior, and a look at various world-wide governmental policies.

PS 441. INTERNATIONAL RELATIONS 4

A study of international government and diplomacy.

PS 450. AMERICAN DIPLOMACY 4

Past and current American foreign policies with emphasis on historical development and processes of formulation. *Prerequisites:* PS 211, SS 211, SS 212.

PS 451. INTER-AMERICAN RELATIONS 4

A study of the relations diplomatically and culturally between the United States and Latin American countries.

MINOR IN MATHEMATICS

MATHEMATICS MINOR

MA 201-202-203 (Analytic Geometry and Calculus)	4-4-4 hours
MA 301 (Linear Algebra)	4 hours
MA 310-311 (Analysis)	4-4 hours
Electives (Upper Division)	4 hours
	28 hours

DESCRIPTION OF COURSES

MA 100. BASIC MATHEMATICS 2

A course designed for students whose mathematics scores on the ACT exam indicates definite weakness in arithmetical skills. Topics included are arithmetical operations, the decimal system and its uses in calculation, definition and elementary properties of rational numbers, exponents, first degree equations, etc.

MA 101. FUNDAMENTAL CONCEPTS OF MATHEMATICS 4

Topics include number systems and their bases, sets, relations and their properties, further extensions of the number systems, polynomials, relations, functions, and their graphs, ratio, proportions, and variation. Other topics include basic trigonometry, logarithms, and some topics in statistics. Does not apply on major or minor.

MA 111. COLLEGE ALGEBRA 4

Exponents and radicals, quadratic equations, the binomial theorem, permutations and combinations, complex numbers, etc. Does not apply on major or minor. *Prerequisite:* One year high school algebra.

MA 112. PLANE TRIGONOMETRY 4

Trigonometric functions, logarithms, identities, equations, solutions, of triangles, inverse trigonometric functions, etc. Does not apply on major or minor. *Prerequisite:* One year high school algebra.

MA 201-202-203. ANALYTIC GEOMETRY AND CALCULUS 4-4-4

Limits, continuity, differentiation of algebraic functions, definite and indefinite integrals, partial and double integration, multiple integration, infinite series and vectors. *Prerequisites:* MA 111 and MA 112 or equivalent.

MA 211. SURVEY OF CALCULUS 4

An introductory study of differential and integral calculus, the theory of vector spaces, and linear algebras as applied to chemistry. Does not apply on a major or minor. *Prerequisites:* MA 111 and MA 112 or equivalent.

MA 251. COLLEGE GEOMETRY 4

An informal summary of elementary Euclidean geometry, a formal modern development of the basic concepts of elementary geometry, non-Euclidean geometry, and a selection of topics in advanced Euclidean geometry.

MA 301. LINEAR ALGEBRA 4

Algebra and geometry of vector spaces, linear transformations and matrices, linear equations, quadratic forms, and symmetric matrices. *Prerequisite:* MA 203.

- MA 307. STATISTICAL METHODS I** 4
An introductory study of statistical procedures. Topics include classification of data, measures of central tendency; measures of dispersion, frequency distributions, elementary probability, simple regression and correlation, design and analysis of experiment.
- MA 308. STATISTICAL METHODS II** 4
A continuation of MA 307 with special attention given to the use of probability statistics and other nonparametric statistical tests. *Prerequisite:* MA 307.
- MA 310-311. ANALYSIS** 4-4
Extension of MA 203, partial derivatives, multiple integrals, differential equations with applications.
- MA 321. PROBABILITY & STATISTICS** 4
Descriptive statistics; elementary probability; sampling distributions; inference, testing hypotheses, estimation; regression and correlation; applications. *Prerequisite:* MA 203.
- MA 401-402. ADVANCED CALCULUS** 4-4
Limits, continuity, differentiation and integration of functions of several variables. Convergence and uniform convergence of infinite series and improper integrals. Differentials and Jacobians, transformations, line and surface integrals, vector analysis. *Prerequisite:* MA 311.
- MA 411-412. INTRODUCTION TO MODERN ALGEBRA** 4-4
Algebra of sets, equivalence relations, mappings, order relations; discussion of natural, rational, real, and complex number systems; study of the abstract systems: groups, fields, rings, integral domain.
- MA 419. INTRODUCTION TO REAL ANALYSIS** 4
Elementary set theory, the real number system, sequences, limits of functions, continuity, differentiation, the Riemann-Stieltjes integral, infinite series. *Prerequisite:* MA 203.
- MA 421. INDEPENDENT STUDY** 1-3
An independent study by the student under the guidance of the staff of such topics as Green's Theorem, Laplace Transform, Bessel Functions, etc.

MINOR IN PHYSICS

PHYSICS MINOR

PH 111-112-113 (General Physics)	4-4-4 hours
PH 301 (Theoretical Mechanics)	4 hours
PH 305, 306 (Applied Mathematics in Physics)	4,4 hours
PH 311 (Electricity and Magnetism)	4 hours
	28 hours

DESCRIPTION OF COURSES

- PH 101, 102. THE PHYSICAL SCIENCES** 4,4
A survey of astronomy, meteorology, geology, chemistry, and physics for the general student. *Prerequisite:* MA 101.

PH 111-112-113. GENERAL PHYSICS

4-4-4

A survey of the field of physics with numerous problems. *Prerequisites:* MA 111, 112.

PH 301. THEORETICAL MECHANICS

4

An intermediate course covering the basic principles of vector mechanics and the statics and dynamics of particles and rigid bodies. Offered when required. *Prerequisites:* One year of college physics and one year of calculus.

PH 305, 306. APPLIED MATHEMATICS IN PHYSICS

4,4

This course is designed to expose the mathematics major to the type of things a mathematician employed in industry does, and to give him an opportunity to apply his knowledge of mathematics to solve problems in the Physical, Biological and Social Sciences. *Prerequisite:* One year of calculus.

PH 311. ELECTRICITY AND MAGNETISM

4

In this course the theory of electric and magnetic phenomena is studied. The following are some of the topics that will be included. Electrostatic and magnetic fields, introduction and use of vector analysis, circuit elements, electromagnetic effects of currents, radiation and Maxwell's equations. Offered when required. *Prerequisites:* One year of college physics and one year of calculus.

Department of

MODERN LANGUAGES**MODERN LANGUAGES (ML)****French****DESCRIPTION OF COURSE****ML 101-102-103. BEGINNING FRENCH**

4-4-4

Study of the fundamentals of grammar with elementary conversation and reading of simple material on French culture. Stress on accurate pronunciation. Laboratory recommended.

Spanish**DESCRIPTION OF COURSE****ML 121-122-123. BEGINNING SPANISH**

4-4-4

A study of the fundamentals of grammar with elementary conversation and reading of simple material on Spanish and Hispanic American culture. Accurate pronunciation is stressed. Laboratory recommended.

Department of

Associate Professors: Anthony, Booth (Head)

Assistant Professors: Blackmon, Lacy

Instructor: Ware

MUSIC**MUSIC (MU)**

The courses in the department of music are designed not only to develop an intelligent and appreciative attitude toward music but also to guide students who need training to become teachers, performers, and musical leaders in Christian service.

Pre-college musical experience and a natural gift for music are prerequisites. All students must audition for the music faculty before enrolling as a major or minor. For students who do not meet the general requirements of the department, there is a probationary period of one year to demonstrate sincerity of purpose, application and attitude. After this period, if the student passes a special examination, he will be given full status as a music major.

All sophomore music majors will appear before the music faculty at the conclusion of the Spring Quarter for evaluation. All music majors and minors will appear before the music faculty at the conclusion of each Spring Quarter for a jury examination.

Participation in a musical organization is required for each quarter in residence. Voice majors must be in the college choir. They will elect piano unless they are able to pass the Piano Proficiency Examination. Organ majors will elect piano, and piano majors will elect organ.

Attendance is required of all majors and minors at all junior and senior recitals and lyceum programs.

All music majors and minors are required to participate in a number of public performances. The level and extent of their performances in recitals and ensembles will be determined by the music faculty and the student.

All majors must present a half hour recital in their junior year and an hour recital during their senior year. All minors must present a half hour recital.

BACHELOR OF ARTS IN MUSIC**COURSE REQUIREMENTS****MAJOR (Music) (Including minor)**

MU 111-112-113 (Theory I)	9 hours
MU 114-115-116 (Sight Singing and Ear Training I)	3 hours
MU 124-125-126 (Italian, German, French Diction and Repertoire)	12 hours
MU 191-192-193 (Applied Music)	6 hours
MU 211-212-213 (Theory II)	9 hours

MU 214-215-216 (Sight Singing and Ear Training II)	3 hours
MU 261-262 (Conducting)	6 hours
MU 291-292-293 (Applied Music)	6 hours
MU 311-312 (Counterpoint)	4 hours
MU 315-316 (Form and Analysis)	4 hours
MU 321-322-323 (Music History)	10 hours
MU 391-392-393 (Applied Music)	6 hours
MU 457-A (Pedagogy — Piano majors only)	2 hours
MU 457-B (Pedagogy — Voice majors only)	2 hours
MU 457-C (Pedagogy — Organ majors only)	2 hours
MU 491-492-493 (Applied Music)	6 hours
86 hours	

ALABAMA TEACHER'S CERTIFICATION

The Music Department recommends that each music major and minor fulfill *Alabama certification requirements*. Otherwise, the student should fulfill the certification requirements according to the state where he will be teaching.

MINOR IN MUSIC

MINOR (Music) (Non-music majors only)

Immediate performance proficiency is required of all music minors. These requirements may be met by examination or nine quarter hours of applied music. Other course requirements include:

MU 111-112-113 (Theory I)	9 hours
MU 114-115-116 (Sight Singing and Ear Training I)	3 hours
MU 124 or 125 or 126 (Italian or German or French Diction and Repertoire)	4 hours
MU 261-262 (Conducting)	6 hours
MU 321-322 (Music History)	8 hours
Elective (Applied Music)	4 hours
34 hours	

**PROGRAM OF STUDY LEADING TOWARD THE ALABAMA CLASS B
ELEMENTARY-SECONDARY PROFESSIONAL CERTIFICATE**

Professional Education (31½ hours)

ED 101 (Principles of Christian Education)	2 hours
ED 221 (Educational Psychology)	4 hours
ED 231 (Principles of Elementary Education)	4 hours
OR	
ED 241 (Principles of Secondary Education)	4 hours
ED 311 (Human Development)	4 hours
MU 343 (Methods and Materials of Teaching Music in the Elementary School)	4 hours

ED 411 (Internship in Elementary School Teaching)	9 hours
OR	
ED 421 (Internship in Secondary School Teaching)	9 hours
MU 443 (Methods and Materials of Teaching Music in the Secondary School)	4 hours
MU 457 (Pedagogy)	2 hours
	33 hours
Humanities	21 hours
Required: EN 101-103, CO 201, IN 201.	
Mathematics	4 hours
Required: MA 101	
Psychology	4 hours
Required: PY 101	
Science	20 hours
Required: BI 101, 102, PH 101, 102, HE 131	
Social Science	22 hours
Required: HI 101-102, SO 101, MU 321-323.	
	104 hours

REMAINDER OF CORE CURRICULUM REQUIREMENTS

Health	2 hours
Required: PE 211	
Physical Education	3 hours
PE 101, 102, Elective 1 hour.	
Religion	16-22 hours
Required: RE 111, RE 201 or 202, RE 311 or 312, RE 331 (Bible Survey — 6 hours required of students submitting less than 2 units of High School Bible.)	
	21-27 hours

DESCRIPTION OF COURSES

MUSIC APPRECIATION

MU 201. MUSIC APPRECIATION

4

Fundamentals of music expression, such as melody, harmony, rhythm, form and meter are included in this course. The student is introduced to musical works which portray essential factors basic to musical understanding. Representative music literature is presented from several periods and composers. Classroom activities are coordinated with out-of-class assignments, such as television programs, lyceum attractions and community concerts.

MUSICAL STRUCTURE AND ORGANIZATION

MU 91. FUNDAMENTALS OF MUSIC

2

A basic course intended to lay a foundation in the following: notation, rhythm, scales, key signatures, chords, terms and forms. This course is

designed to strengthen the weakness of prospective music majors or minors who have had limited musical experience other than their performance medium. No credit toward a music major or minor. *Prerequisite:* Recommendation by music department faculty.

MU 92. KEYBOARD HARMONY**2**

Designed to provide intensive training in the fundamental skills of musicianship at the keyboard, with emphasis on the rhythmic, melodic, and harmonic concepts. No credit toward a music major or minor. *Prerequisite:* MU 91 or recommendation by the music faculty.

MU 111-112-113. THEORY I**3-3-3**

The measurements and organization of intervals, chords, scales, modes and modulation and their application in the structure of outstanding music literature. Keyboard harmony and creative writing are correlated activities. *Prerequisite:* MU 91 and MU 92 or equivalent.

MU 114-115-116. SIGHT SINGING AND EAR TRAINING I**1-1-1**

Sight singing of basic diatonic music, non-modulating, programmed instruction in rhythmic, intervallic, melodic and harmonic dictation.

MU 211-212-213. THEORY II**3-3-3**

A continuation of MU 111-112-113 with emphasis on the measurements and the organization of chromatic chords and their application in the structure of outstanding music literature, keyboard harmony and creative writing are correlated activities. *Prerequisite:* MU 111-112-113 or equivalent.

MU 214-215-216. SIGHT SINGING AND EAR TRAINING II**1-1-1**

Sight Singing in diatonic and chromatic music including modulation, further practice in rhythmic, intervallic, melodic and harmonic dictation. *Prerequisite:* MU 114-115-116 or equivalent.

MU 311. COUNTERPOINT (16TH CENTURY)**2**

16th century counterpoint introduces the student to the whole concept of basic contrapuntal practices and principles. The emphasis is on simple counterpoint and the five species in two and three voices. *Prerequisite:* MU 211-212-213.

MU 312. COUNTERPOINT (18TH CENTURY)**2**

This course introduces 18th century contrapuntal practices. Canons, inventions, and the fugue are studied and the techniques and devices used in such writing are analyzed aurally and visually. Labs will accompany this course. *Prerequisite:* MU 211-212-213.

MU 315-316. FORM AND ANALYSIS**2-2**

A study of structure of music from the small forms to the larger song forms, rondo forms, and sonata-allegro forms. *Prerequisite:* MU 211-212-213.

MUSIC EDUCATION

MU 124-125-126. ITALIAN, GERMAN, FRENCH DICTION AND REPERTOIRE**4-4-4.**

The study of correct pronunciation of Italian, German and French, enabling singers to perform the extensive literature available in these languages. The introduction to song literature with intensive study of styles of Italian, German and French languages.

**MU 343. METHODS AND MATERIALS OF TEACHING MUSIC
IN THE ELEMENTARY SCHOOL**

4

The organization and presentation of the following phases of music will be studied: rote singing, note singing, part singing, song repertoire, child voice, rhythm band, notation, music history and appreciation.

MU 364. PASTORAL MUSICIANSHIP

4

A survey of general musicianship and the study of problems related to the organization and cooperative implementation of musical activities in the church. Open to prospective pastors and other interested students. Not credited toward a music major or minor.

**MU 443. METHODS AND MATERIALS OF TEACHING MUSIC
IN THE SECONDARY SCHOOL**

4

The place of music as a legitimate subject in junior and senior high schools is given careful attention in this course. Stress is placed on the structure and operation of good general music classes, the organization, and functioning of choral and instrumental groups, and the conducting of special interest classes at the senior high level.

MU 457. PEDAGOGY

2

A study of the teaching strategies and techniques currently used by master teachers of performance. Vocal and instrumental teachers will design the musical experiences in their specific areas.

APPLIED MUSIC**MU 101-A - 102-A - 103-A. CLASS INSTRUCTION IN PIANO**

1-1-1

A course in piano playing for the beginning student using group (small groups, from two to five) and individual techniques. Credit does not apply on music major or minor.

MU 101-B - 102-B - 103-B. CLASS INSTRUCTION IN VOICE

1-1-1

An elementary course in singing employing group and individual techniques. Credit does not apply on music major or minor.

MU 104-A - 105-A - 106-A. CLASS INSTRUCTION IN PIANO

1 or 2

Private piano instruction. Credit does not apply on music major or minor.

MU 104-B - 105-B - 106-B. CLASS INSTRUCTION IN VOICE

1 or 2

Private vocal instruction. Credit does not apply on music major or minor.

PRIVATE INSTRUCTION

All Juniors and Seniors in piano or organ will be required to do a certain number of hours accompanying for the various ensembles. A grade for this work will be averaged with work done in private study.

MU 191-A - 192-A - 193-A. PIANO (Freshman standing by exams)

1 or 2

MU 191-B - 192-B - 193-B. VOICE (Freshman standing by exams)

1 or 2

MU 191-C - 192-C - 193-C. ORGAN (Freshman standing by exams)

1 or 2

MU 291-A - 292-A - 293-A. PIANO

1 or 2

Prerequisite: MU 191-A - 192-A - 193-A.

- MU 291-B - 292-B - 293-B. VOICE** 1 or 2
Prerequisite: MU 191-B - 192-B - 193-B.
- MU 291-C - 292-C - 293-C. ORGAN** 1 or 2
Prerequisite: MU 191-C - 192-C - 193-C.
- MU 261. CONDUCTING** 3
A study of the basic conducting patterns, expressive and interpretative vocabulary, duple, triple and irregular beat patterns expressive terminology and general problems related to congregational and choral directing.
- MU 262. CONDUCTING** 3
This course deals with the finer details of outstanding choral literature, including major choral works such as oratorios and masses. *Prerequisite:* MU 261.
- MU 391-A - 392-A - 393-A. PIANO** 1 or 2
Prerequisite: MU 291-A - 292-A - 293-A.
- MU 391-B - 392-B - 393-B. VOICE** 1 or 2
Prerequisite: MU 291-B - 292-B - 293-B.
- MU 391-C - 392-C - 393-C. ORGAN** 1 or 2
Prerequisite: MU 291-C - 292-C - 293-C.
- MU 491-A - 492-A - 493-A. PIANO** 1 or 2
Prerequisite: MU 391-A - 392-A - 393-A.
- MU 491-B - 492-B - 493-B. VOICE** 1 or 2
Prerequisite: MU 391-B - 392-B - 393-B.
- MU 491-C - 492-C - 493-C. ORGAN** 1 or 2
Prerequisite: MU 391-C - 392-C - 393-C.

MUSIC HISTORY

- MU 301. THE HISTORY OF AFRO-AMERICAN MUSIC AND ART** 4
A study of the historical and stylistic development of black music from ancient Africa to the present. An assessment of black musicians who have shaped the musical climate of America. Also to study the art of black people in the Americas as well as in Africa. This course will serve as a medium towards the comprehension of the mixture of the African and American elements and a better understanding of the role of black people in world cultural development. Emphasis will be placed on the impact of Afro-American art and architecture in the Western Hemisphere. *Prerequisite:* MU 201.
- MU 321-322. MUSIC HISTORY** 4-4
A study of music literature from antiquity to the present, cultural background, development of musical forms and styles and analysis of representative masterworks from each major period of music history. Listening periods are required in addition to the class period.
- MU 323. CONTEMPORARY MUSIC** 2
A study of representative schools and composers of contemporary music, and application through original compositions, of their techniques.

VOCAL AND INSTRUMENTAL ENSEMBLES

Although there is no charge for participation in music organizations (other than tuition when taken for credit), *students must register for entrance into the organization.* All students pursuing a music major must participate in a music organization each year of residence.

Non-music majors may accumulate not more than three hours credit in music organization unless this credit is balanced by an equal number of hours in music theory or history. Admission to any musical organization is by audition. Regular attendance is required at all rehearsals even though the student may not be participating for credit.

Ensembles on campus are organized and sponsored by members of the staff.

DESCRIPTION OF COURSES

MU 271-272-273. COLLEGE CHOIR

I-1-1

Designed for those whose major interest is in voice, membership is by invitation only with selection based upon character, talent, and musicianship with preference shown those studying in the vocal department. Repertoire includes all types and periods of music both sacred and secular. Concert appearances, church services appointments, and field tours are regularly scheduled.

MU 274-275-276. AEOLIANS

I-1-1

The Aeolians is a highly selective ensemble, balanced for four- and eight-part singing. Representative works of the great masters of choral composition are studied, memorized and performed. In addition to public programs, the choir goes on tour giving programs in larger churches and schools. Membership in this ensemble depends upon strict compliance with the rules and standards of the organization.

Department of

Assistant Professor: Roache (Head)

Instructors: Dormer, Gibb, Johnson

NURSING

NURSING (NU)

An associate in science degree nursing curriculum is offered to selected men and women students.

The curriculum, approved by the Alabama Board of Nursing, is composed of general education courses and nursing courses. The program may be completed in two years. Upon completion of the program, the student will be awarded an Associate in Science de-

gree and will be eligible to write the state board test pool examinations for licensure as a registered nurse. Graduates will be prepared to serve in staff nurse positions and provide care that is common, recurring and immediate in a variety of settings.

One class is admitted to the nursing program each year in the Fall quarter. Students wishing to take part of their general education courses before taking their nursing courses may do so. The general education courses are the regularly constituted courses of the college, and are taken with other college students.

In addition to regular college entrance requirements, prospective nursing students must:

1. Have credit for all the prerequisite secondary courses listed on page 68.
2. Have an overall GPA above 2.5.
3. Send to admission office standard scores for ACT or SAT tests.
4. Have a physical examination at the beginning of each school year and offer evidence of good physical and mental health.

Students will be notified of acceptance into the Nursing Program.

Students seeking admission by transfer will be considered according to Oakwood College's policy on the admission of transfer students. All students must be in residence for two quarters of the program.

Nursing students must maintain the following standards if they are to remain in the program:

1. Maintain an overall GPA of 2.00.
2. Attain a grade of "C" in each science and nursing course taken.

The nursing course grade is determined by theoretical and clinical laboratory performance. Students must demonstrate safe clinical laboratory performance as defined by written criteria available in Nursing Department office.

Failure in either theoretical or clinical performance will result in failure for the course and will require repetition of the course.

Whenever a student does not maintain an overall GPA of 2.00 in the program, he will be dropped from the nursing courses until he has demonstrated the ability to maintain a 2.00 average in his general education courses. The nursing faculty may then approve re-entry into the program.

Through a planned system of advisement, a program is

planned to meet individual needs of students. Faculty advisors will counsel students on transferable credits and requirements for academic mobility.

The student who plans to progress to a baccalaureate degree program in nursing should consult the bulletin of the school of his choice.

A year of college chemistry is usually required.

ASSOCIATE IN SCIENCE IN NURSING

COURSE REQUIREMENTS

NU 101-102-103 (Nursing I, II, III)	4-4-4 hours
NU 201-202-203 (Nursing IV, V, VI)	12-12-12 hours
NU 221 (Seminar in Nursing)	2 hours
	50 hours
BI 111-112 (Anatomy & Physiology)	5-5 hours
BI 221 (Microbiology)	5 hours
ED 101 (Principles of Christian Education)	2 hours
ED 271 (Survey of Human Development)	4 hours
EN 101-102 (English Composition)	4-4 hours
PY 101 (Principles of Psychology)	4 hours
HE 131 (Nutrition)	4 hours
Religion elective	4 hours
Behavioral Science electives	8 hours
Physical Education	1 hour
	50 hours

DESCRIPTION OF COURSES

NU 101-102-103. NURSING I, II, III 4-4-4

The introductory and succeeding courses are based on principles from natural and behavioral science theory and related clinical application. The content of each quarter moves from the simple to the complex. The skills required for the prevention and cure of disease and rehabilitation of patient are taught, utilizing both college and clinical laboratory facilities. *Co-requisites:* BI 111, 112, 221; HE 131; ED 271.

NU 201-202-203. NURSING IV, V, VI 12-12-12

The content of each quarter builds on that of the previous quarter by providing learning experiences which foster knowledge of the more complex nursing problems. The physiological and psychological nursing components of mother and child, medical, surgical and psychiatric conditions emphasize the preventive, therapeutic and rehabilitative aspects of the evolving role of the nurse in society. *Prerequisites:* NU 101, 102, 103.

NU 221. SEMINAR IN NURSING 2

Focuses on the transition from student to registered nurse. Studies the concepts of nursing and the social, political and scientific movements that influence nursing practices. Explores the social, ethical and professional issues and the responsibility of the registered nurse as an individual practitioner, a member of the nursing profession and a member of the community.

Department of

Professors: Richards, Rogers, Warren (Head)

Assistant Professor: Taylor

Instructors: Butler, Lavender

RELIGION AND THEOLOGY

RELIGION (RE) AND BIBLICAL LANGUAGES (BL)

The sub-areas of this division are three, namely: (1) RELIGION, (2) THEOLOGY, and (3) BIBLICAL LANGUAGES.

The RELIGION major follows a tailored course of study to prepare for Bible Instructing, Classroom Teaching (Elementary, Secondary, and Higher Education levels), Literature Ministry, Medical Ministry, Foreign Missions, and Laymen Leadership. Specific subjects other than those listed below are dictated by emphasis mentioned above. THEOLOGY is for the major who looks to the Pastoral, Evangelistic, Conference Leadership ministries, and further ministerial training at the S.D.A. Theological Seminary of Andrews University. BIBLICAL LANGUAGES offers a minor including Greek and Hebrew.

Because of the large supply of students preparing for the pastoral/evangelistic ministry and the variety of new areas within the church for religious service, IT IS STRONGLY RECOMMENDED THAT EVERY STUDENT IN THEOLOGY HAVE A DOUBLE MAJOR without a minor. For details, counsel with your advisor in Theology.

The entire mosaic of courses in this division is designed to develop within the student a deep appreciation for the importance of the Bible in determining the true philosophy of life, to encourage the application of the teachings of Jesus Christ to the problems of our day, and to provide training for students who desire to serve the church and humanity.

A Two-Year Bible Instructor course for which the student receives a certificate is described in the present Bulletin on page 127.

Beyond the major's 45 hours in his chosen field and another 49 hours in required cognates and electives (totaling 97 quarter hours), he has a remaining 95 hours with which to complete his (1) Basic Requirements, and (2) minor, thus bringing him to the minimum 192 quarter hours for graduation with a Bachelor of Arts degree.

No grade below "C" may apply toward a major or minor.

BACHELOR OF ARTS IN RELIGION

COURSE REQUIREMENTS

MAJOR (Religion)

RE 111 (Life and Teachings of Jesus) 4 hours

RE 301-302 (Old Testament Prophets)	3-3 hours
RE 311 (Prophetic Interpretation - Daniel)	4 hours
RE 312 (Prophetic Interpretation - Revelation)	4 hours
RE 321 (Homiletics)	3 hours
RE 323 (The Work of the Bible Instructor)	4 hours
RE 331 (The Gift of Prophecy)	4 hours
RE 425 (Christian Literature Salesmanship)	2 hours
RE 441 (Bible Manuscripts)	2 hours
RE 451 (Contemporary Theology)	4 hours
Electives (Any two of the three: RE 201, RE 202, RE 412)	8 hours
	45 hours
Required COGNATES:	
Modern Languages	12 hours
SP 201 (Fundamentals of Speech)	4 hours
ED 301 (Methods in Teaching Bible in the Elementary School)	2 hours
HI 314 (SDA Denominational History)	4 hours
	22 hours
MINOR (Field to be chosen)	28-32 hours

BACHELOR OF ARTS IN THEOLOGY

COURSE REQUIREMENTS

MAJOR (Theology)

RE 111 (Life and Teachings of Jesus)	4 hours
RE 301-302 (Old Testament Prophets)	3-3 hours
RE 311 (Prophetic Interpretation - Daniel)	4 hours
RE 312 (Prophetic Interpretation - Revelation)	4 hours
RE 321-322 (Homiletics and Preaching)	3-3 hours
RE 331 (The Gift of Prophecy)	4 hours
RE 423 (Pastoral Ministry)	2 hours
RE 424 (Public Evangelism)	2 hours
RE 426 (Pastoral Stewardship)	2 hours
RE 441 (Bible Manuscripts)	2 hours
RE 451 (Contemporary Theology)	4 hours
Electives (Any one of the three: RE 201, RE 202, RE 412)	4 hours
	44 hours

Required COGNATES:

BL 201-202-203 (Beginning New Testament Greek)	4-4-4 hours
BL 301-302 (Intermediate New Testament Greek)	4-4 hours
HI 301 or 302 (Ancient History)	4 hours
HI 314 (SDA Denominational History)	4 hours
HI 441 (History of the Christian Church)	4 hours

MU 364 (Pastoral Musicianship)	4 hours
CO 201 (Fundamentals of Speech)	4 hours

40 hours

MINOR (Field to be chosen)	28-32 hours
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MINOR IN BIBLICAL LANGUAGES

GREEK AND HEBREW

BL 201 thru 302 (Greek)	20 hours
BL 411, 412 (Hebrew)	8 hours

28 hours

MINOR IN RELIGION/THEOLOGY

RELIGION/THEOLOGY MINOR

RE 111 (Life and Teachings of Jesus)	4 hours
RE 311 (Prophetic Interpretation - Daniel)	4 hours
RE 312 (Prophetic Interpretation - Revelation)	4 hours
RE 323 (The Work of the Bible Instructor)	4 hours
RE 331 (The Gift of Prophecy)	4 hours
RE 451 (Contemporary Theology)	4 hours
Electives (Either one of the two: RE 201, RE 202)	4 hours

28 hours

ASSOCIATE IN ARTS IN BIBLE INSTRUCTORSHIP

For the student who is not available for the "Four-Year" Bible Instructor course and who desires minimal preparation in Bible Instructorship, without attaining the B.A. degree in Religion and Theology, a two-year curriculum is available for introducing such a person to practical instruction in the fundamental beliefs of Seventh-day Adventists and in public and personal soul-winning endeavor. A certificate is granted only to high school graduates upon the completion of this two-year course.

COURSE REQUIREMENTS

<i>Course No.</i>	<i>Hours</i>	<i>Course No.</i>	<i>Hours</i>
SC 111-112 (Elem. Typing)	4	RE 323 (The Work of the Bible Instructor)	4
RE 111 (Lf. & Tch. of Jesus)	4	RE 311, 312 (Dan. & Rev.)	4
PY 101 (Prin. of Psych.)	4	RE 331 (Gift of Prophecy)	8
EN 101-102-103 (Eng. Comp.) ..	12	RE 423 (Pastoral Ministry)	2
RE 201 (Christian Fund.)	4	RE 424 (Public Evangelism) ..	2
HI 101, 102 (Western Civil.) ..	8	RE 426 (Pastoral Stewardship) ..	2
SO 241 (Race Relations)	4	BL 201-202-203 (Greek)	12
CO 201 (Fund. of Speech)	4	SO 101 (Intro. to Sociology)	4
PE 211 (Health Prin.)	2	SC 231 (Office Machines)	3
RE 321 (Theory of Homiletics) ..	4	ED 101 (Prin. of Christian Ed.) ..	2
		Electives	3

TOTAL QUARTER HOURS 96

BIBLE

DESCRIPTION OF COURSES

- RE 101. SURVEY OF THE ENGLISH BIBLE** 3
This course is designed for freshmen whose secondary training included little or no study of the Bible. Its purpose is to acquaint the student with the unfolding of the great plan of God for mankind as revealed in the history of Israel, and of first century Christianity. Necessarily the course develops into a rapid survey of both Testaments, preparing the student for a more intensive study of the Scriptures. Messianic promises and ancestry are emphasized.
- RE 102. SURVEY OF THE ENGLISH BIBLE** 3
A continuation of RE 101, which is a prerequisite for this course.
- RE 111. LIFE AND TEACHINGS OF JESUS** 4
A review of the life of the Master Teacher and a study of the principles and parabolic representations of Christian life and faith as revealed in the Gospels. *Prerequisite:* Two units of High School Bible or RE 101-102.
- RE 201. FUNDAMENTALS OF THE CHRISTIAN FAITH** 4
An intensive study of the fundamentals of Christian doctrines as believed and taught by Seventh-day Adventists. *Prerequisite:* RE 101-102 or high school Bible Doctrines.
- RE 202. FUNDAMENTALS OF THE CHRISTIAN FAITH** 4
A continuation of RE 201, which is a prerequisite for this course.
- RE 211. BLACK LITURGY — AN HISTORICAL ANALYSIS** 4
An examination of the specific role of the Black Seventh-day Adventist Church in the community, also entailing a psychological analysis and description of black worship. An understanding of the various types of worship, both personal and corporate in the black community.
- RE 301-302. OLD TESTAMENT PROPHETS** 3-3
A study of the major and minor prophets in their chronological sequence, tracing the hand of God in the history of Israel and Judah and the promises of redemption to all nations through the Messiah. Attention is given to the historicity of these books along with their literary and spiritual values.
- RE 311. (PROPHETIC INTERPRETATION) DANIEL** 4
A study of the Book of Daniel in which historical background and its pertinence to the times are stressed.
- RE 312. (PROPHETIC INTERPRETATION) REVELATION** 4
A study of this book of prophecy with special attention given to the portrayal of the controversy between the true and the apostate church forces.
- RE 331. THE GIFT OF PROPHECY** 4
A course of study tracing prophetic ministry from creation to the re-creation. Primary aims for this study are to establish in the student's mind the place and purpose of the gift in the remnant church, and to reveal its influence upon the work and progress of that church.
- RE 412. ACTS AND EPISTLES** 4
A historical and exegetical study and survey of the book of Acts and the Epistles of Paul, tracing the origin of the Christian church, the spread of

the Gospel from Jerusalem to Rome, the historical setting and purpose for the Pauline letters, and their relationships to the doctrinal developments and usages in the Christian Church.

RE 441. BIBLE MANUSCRIPTS

2

A study of the history of the English Bible, the methods of its transmission to men and its preservation through the years, problems of translations, versions, manuscripts, textual criticism, etc.

RE 451. CONTEMPORARY THEOLOGY

4

This course is introductory to the fields noted in its title and focuses both on the practical aspects of Christian faith, its ethical grounds and goals and also on such theological elements as Liberalism, Conservatism, Dialectical Theology, and Neo-Orthodoxy.

RE 452. RESEARCH

3

This course, limited to upperclassmen, consists of a research project in an area of theological interest approved by the Chairman of the Department.

APPLIED THEOLOGY

DESCRIPTION OF COURSES

RE 321-322. HOMILETICS AND PREACHING

3-3

A study of the preparation and delivery of sermons and gospel addresses. The course stresses the mechanics of sermon construction and analysis, and provides adequate exercises to ensure some proficiency in both the construction and delivery of gospel messages. Meets four (4) days weekly each quarter for three (3) hours credit. *Prerequisites:* RE 111, 201 or 202, 311 or 312.

RE 323. THE WORK OF THE BIBLE INSTRUCTOR

4

A course designed to explore the principles and techniques of Bible teaching and personal evangelism.

RE 423. PASTORAL MINISTRY

2

This course surveys the work of the pastor and his soul-winning activities, counseling, church services, administrative responsibilities, community interests and preaching.

RE 424. PUBLIC EVANGELISM

2

A study of the duties of the evangelist and his associates in the conducting of evangelistic campaigns. (If the student makes proper arrangements in advance with the Chairman of the Religion and Theology Division, he may fulfill requirements of this course through FIELD WORK.)

RE 425. CHRISTIAN LITERATURE SALESMANSHIP

2

An introduction to the theory and practice of literature ministry, its goals, its processes, its mission, its rewards. Elective only.

RE 426. PASTORAL STEWARDSHIP

2

This course is designed to survey the principles of Christian stewardship and the application of these principles in church organization and administration.

BIBLICAL LANGUAGES

DESCRIPTION OF COURSES

BL 201-202-203. BEGINNING NEW TESTAMENT GREEK

4-4-4

This course is designed to familiarize the student with the fundamentals of Greek grammar and sentence structure as found in the Greek New Testament. Vocabulary drills, simple translation, and reading exercises are provided in each lesson.

BL 301-302. INTERMEDIATE NEW TESTAMENT GREEK

4-4

This course is a comprehensive review of Greek grammar, with translation of selected readings in the Greek New Testament. *Prerequisite:* BL 201-202.

BL 411, 412. BEGINNING CLASSICAL HEBREW

4-4

A survey of the most prevalent language found in the Old Testament with emphasis on syntax, sentence structure, vocabulary, reading and translation. The objective is not only to better equip the student for graduate work in Biblical study but also to provide him with a useful tool toward an accurate interpretation and understanding of the Bible during his college career and during his personal study. Because Hebrew is not required in the theological curriculum, it is offered only upon special request to the Religion Department.

FINANCIAL INFORMATION

Oakwood College is incorporated under the laws of the state of Alabama as a nonprofit institution.

The General Conference has provided substantial investment in buildings, equipment, auxiliaries and operational appropriations to meet the needs of quality education.

Therefore, the amount which the student pays for his basic educational expenses is modest when compared to that of other private liberal arts colleges.

Economic conditions may make it necessary for the College Board of Trustees, or duly authorized administrative officers, or Finance Committee, to make changes in the published bulletin.

Application Procedures: See Admissions section of the BULLETIN.

BOARD ACTIONS

Actions voted by the College Board, Faculty, or Finance Committee at any time shall have equal force or, if necessary, supersede statements published in this BULLETIN.

CHARGES PER QUARTER*

	13-16 hours	9-12 hours
Tuition	\$630	\$530
Room	160	160 ✓
Food Service	175	175
General Fee	29	29

Total Charges Per Quarter \$994 \$894

*See schedule or rates for room and board for men and women, page 133.

METHOD OF PAYMENT

The College offers three plans for payment of Registration Fees.

Plan I *Pay in Full* tuition, room, board, and general fee on day of registration.

Plan II *Two Payment Plan* — Pay a deposit of \$770 (for 13-16 hours) or \$670 (for 9-12 hours) and the College will send bill to student and guardian for the balance due by the tenth of the following month.
~~There will be a two percent surface charge for all overdue accounts.~~

Plan III *Monthly Payment Plan* — For details concerning this plan, please make direct contact with Tuition Plan, Inc. (See page 138). Send copy of contract to Student Finance Officer before Registration.

Community Students pay tuition and general fee on day of registration.

1. Students should arrange financing for the entire school year, from September through May, and fulfill the financial requirements on schedule.

Registration Dates

Fall Quarter September 7-9, 1975

Winter Quarter January 4-5, 1976

Spring Quarter March 15-16, 1976

Summer Quarter June 7, 1976

2. Permission to register for classes will be given when account is paid in full and the necessary funds have been deposited for current quarter.
3. Seniors are required to have accounts paid in full one week before graduation.
4. Degrees and transcripts will be issued when accounts are paid in full and any loan account is currently paid.

OVERSEAS STUDENTS

Applicants from overseas are required to deposit the following U.S. Funds with the college business office prior to the issuance of the I-20 Form for use in securing the U.S. student visa:

Single Students \$1,000

Married Couples \$1,200

Students on resident visas, student visas, or visitor visas, will be required to present budget to verify financial support for payment of account, before official acceptance is issued by the Admissions office. This budget should show, total cost of academic as well as living expenses, and how these expenses will be paid. Also this statement should be notarized as being a true and accurate statement by the student and his sponsor. (Refer to Admissions booklet).

CASH WITHDRAWALS

Request for cash withdrawals from account will be granted on the following conditions:

1. Students may withdraw cash from account if the cash credit balance is in excess of charges for the quarter and receive approval of Student Finance office.
2. Students withdrawing from classes and who are recipients of Federally Insured Loans or National Direct Loans or State Insured Loans; the lending agency must be notified before a cash refund will be made.

3. When payment is made by personal check, allow four to six weeks before a cash withdrawal can be made.
4. No cash withdrawals will be given on college sponsored discounts or student labor credit.

STUDENT BANK

The Business Office offers a deposit banking service for the convenience of students. Financial sponsors should provide the students with a regular monthly allowance so that personal items may be purchased by the student.

REMITTANCE

PAYMENT OF REGISTRATION FEES SHOULD BE MADE IN THE FORM OF: BANK DRAFTS, MONEY ORDERS, CASHIER'S CHECKS, CERTIFIED PERSONAL CHECKS OR CASH. MAKE ALL CHECKS PAYABLE TO OAKWOOD COLLEGE.

Send payments directly to Business Office and indicate the name of students to receive credit. A check handling fee of \$5.00 will be charged for checks returned by Bank for insufficient funds, and the guardian will be notified to send a Cashier's Check, Money Order, or Bank Draft for payment of registration fees, within seven days after notice.

TUITION RATES PER QUARTER

13-16 hours	\$630.00
9-12 hours	530.00 -
1- 8 hours	50.00 (per hour)
For each hour above 16 add	37.00

HOUSING

Residence Halls—Single students not living with parents or relatives are required to live in one of the College Residence Halls. The room charge is based on two students per room. A student may, upon application to the residence dean, be granted the privilege of rooming alone when sufficient rooms are available; forty-five dollars per quarter will be added to regular charge for one student per room. When two students occupy a room the rates are as follows:

ROOM RATES PER QUARTER

Carter Hall (Women)	\$160	3
Cunningham Hall (Men)	150	120
Peterson Hall (Women)	150	110
Edwards Halls (Men)	160	120

The above rates include unfinished laundry.

MARRIED STUDENTS HOUSING

The College has a limited number of one and two bedroom apartments for married students. A stove and refrigerator are provided but the student is expected to provide his furnishings and pay the monthly utility bills. The charges per month are:

One-Bedroom Apartment \$50.00

Two-Bedroom Apartment 60.00

Write the Business Manager for reservations on campus or information for community housing.

HOUSING DEPOSITS

Before registration, all students living in the College residence halls are required to pay a room deposit of \$30.00. Married students residing in College apartment units are required to pay a deposit of \$50.00.

If this is not paid before the day of registration, the deposit will be added to the entrance fee. This deposit is held in trust until the student vacates his room or apartment, leaves it in good condition and turns the keys in. Upon receipt of a satisfactory inspection report, the Business Office will issue a check for the deposit to the student within three weeks after the close of school. Should the room or apartment be left untidy or damaged, the deposit will be forfeited.

In addition, the housing deposit will be regarded as security against damage to institutional property throughout the course of the school year. The cost of any arrangements necessary to correct the misuse or abuse of College property and equipment on the part of a student will be charged to that student and the amount will be deducted from the housing deposit. Excessive abuse, the correction of which requires the use of the entire deposit before the end of the school year will necessitate a new cash deposit before the student will be permitted to register the following quarter. In cases where the abuse is judged to be a chronic characteristic of the student, he may be asked to give up his quarters and withdraw from the residence hall. This of course will jeopardize the student's continued matriculation at the College.

FOOD SERVICE

All residence hall students are expected to take their meals in the Food Service Center, since no provision is made for food preparation in individual rooms. *The cafeteria plan of boarding is used which allows a student to select his food. A minimum board of \$175 for men and \$140 for women per quarter is charged for this service.* Should a student eat more than the minimum, the excess is charged on the statement. Non-resident students who use the cafeteria service are required to pay cash for their meals.

MUSIC CHARGES

Students who register for music lessons are expected to continue taking lessons throughout the quarter. No refund is made if lessons are dropped after the second lesson of any quarter for reasons other than prolonged illness or withdrawal from school. Students who drop within the first week will be charged the single lesson rate of \$6.00 per lesson. Students are entitled to take, but may not receive a grade for less than a minimum of nine lessons. Lessons lost because of the student's irregularity in attendance may not be made up.

Students who major or minor in music will be charged the regular tuition rates. Students taking music without credit should pay the following:

9 - half hour lessons \$50.00 per quarter.

Band fee per quarter — \$10.00

GENERAL FEE—\$29.00 PER QUARTER (NO REFUND)

The General Fee charged per quarter is allocated as follows:

United Student Movement	\$10.00
Lyceum	2.00
College Center	3.50
M.V. Activities	.50
Health Service	5.00
Sick and Accidents	4.00
I.D. Cards	.50
Swimming	3.50

General Fee for wives of enrolled students — \$10.00:

Lyceum	\$2.00	Sick & Accident Insurance	\$4.00
Health Service	3.50	I.D. Cards	.50

INCIDENTAL FEES (NO REFUND)

Application Fee (Send Money Order)	\$ 5.00
Application Fee After July 31	10.00
Auto Registration	5.00
Band	10.00
Change of Program	5.00
Diploma	5.00
Entrance Exams	5.00
Examination for Waiver	25.00
Examination for Credit	(\$10.00 per hour)

Graduation ~~Degree~~ ^{Fee}	-10.00	30.00
Graduation in Absentia	20.00	
Laboratory (Breakage, up to)	10.00	
Late Registration	10.00	
Nursing Laboratory	25.00	
Nursing Uniform (Women)	60.00	
Nursing Uniform (Men)	45.00	
Nursing Transportation	75.00	
Physical Education	5.00	
Removal of Incompletes (each)	2.00	
Room Deposits - Residence Halls	30.00	
Room Deposits - Apartments	50.00	
Health Service Transportation (per trip)	3.00	
Return Check Handling Fee (per check)	2.00	
Student Teacher Transportation	50.00	
Transcript of Credits	1.00	

FAMILY DISCOUNTS

A discount of 10% of tuition only will be allowed to families supporting more than one member of the family enrolled at this College. This discount does not apply to workers receiving the educational allowances or to students working more than 50 percent of the tuition.

REFUNDS

Refunds of tuition will be made only to those who receive drop vouchers. The effective date of refund will be the date on which the completed vouchers are returned to the Registrar's Office. Refunds will be computed as follows:

If Registered	1-2 weeks	90 %
If Registered	3 weeks	60 %
If Registered more than	3 weeks	No Refund

TITHE

Students are encouraged to pay tithe on labor credit. Arrangements may be made with the Accounting Office to have charged to their accounts 10 percent of their earnings for tithe. These funds will be transferred to the local conference treasurer.

PROPERTY INSURANCE

Oakwood College is not responsible for the loss of private property by fire, or other causes. It is recommended that all students arrange for proper insurance coverage for their personal property.

SICK AND ACCIDENT INSURANCE

All students registered at Oakwood College are covered by Student Health Insurance. The details of this coverage are contained in the folder obtainable from the College Health Service.

STUDENT FINANCIAL AID

Parents have an obligation to pay for the education of their children. They are expected to continue to provide, as well as they are able, the basic essentials of life whether the student lives at home or on a college campus.

A student should provide a reasonable part of the total amount required to meet college expenses by accepting employment. Believing in the inspired words that "systematic labor should constitute a part of the education of youth" (E. G. White) the college provides many on-campus jobs for students.

The Primary purpose of the Financial Aid Program is to provide assistance to students who, without such aid, would be unable to attend college. In selecting students to receive financial assistance, the college will also place emphasis upon academic achievement and character.

Students accepted for enrollment at Oakwood College may apply for Financial Aid through the following programs:

WORK SCHOLARSHIPS

The College makes provision for self-assistance for students by offering work scholarships.

Students' work records are filed by the employer showing the employer's evaluation of the student's work habits covering his attendance, dependability, cooperation, skill and speed.

Work may be assigned in the service departments, the administrative offices, and in the industries of the College. The industries are operated by the College to provide work for the students. These industries do business with customers that require daily schedules. They must have a uniform working force. Students assigned to these industries must continue their work schedules to the end of the term. Any student who drops his work schedule without making proper arrangements may be dropped from class attendance until such arrangements are made, and his account becomes immediately payable in cash.

To the best of its ability, the College makes an effort to provide students with jobs; however, it cannot guarantee work to a student even though his application may have been accepted on a plan calling for an approximate number of hours of work per week. Some students choose class schedules with classes so scattered that a reasonable work program is impossible. Some are physically or emotionally unable to work. Others, for various reasons, fail to

meet work assignments. It is the responsibility of the student to render acceptable service to his employer in order to retain a job.

Work assignments are retained on the basis of scholarship, dependability, and conduct.

Work scholarships are not payable in cash and students are advised not to work more than the assigned hours without prior approval from the Finance Officer. Should a work scholarship credit remain on the account, the money may be transferred to an immediate relative's account, within two years; after that time, the scholarship will revert to the college's Student Labor Account.

VETERANS

Oakwood College is approved by the Veterans' Administration as an accredited training institution. Those who qualify for educational benefits should contact the nearest Veterans Administration Office. A certificate of eligibility will be issued by the Veterans Administration.

LITERATURE EVANGELIST SCHOLARSHIPS

The College participates in the Seventh-day Adventist Student Colporteur Scholarship Program. Information concerning this program may be obtained from the Local Conference Publishing Department, your minister, or the Coordinator of Literature Industry. Students having colporteur scholarships must make regular payments on or before the date of registration or have their publishing houses send us a list of confirmation on the scholarships. This should be done before the day of registration.

DEFERRED PAYMENT OF EDUCATIONAL COST

For those parents and students who prefer to pay their educational expenses in convenient monthly installments at low interest rates, the following plans are offered: Write for application to one of the following:

The Tuition Plan, Inc.
Concord, New Hampshire 03301

Pickett and Hatcher Education Fund
P.O. Box 2128
Columbus, Georgia 31902

Write to the Director of Student Finance for further information.

STATE GUARANTEED LOANS

The Guaranteed Loan Program has one purpose: to provide the means for the student to borrow money for college at low interest cost, with the Federal Government paying part of the interest for qualified students.

Any student who is enrolled or accepted for enrollment in an accredited public or private nonprofit college or university is eligible to apply for a loan for his educational expenses.

HIGH SCHOOL VALEDICTORIAN AND SALUTATORIAN

This college grants \$500 scholarships to High School Valedictorians and \$350 to Salutatorians. To receive this award the applicant must send to the College Registrar's Office a letter from the high school principal certifying the appointment.

FEDERAL AID PROGRAMS

All applicants applying for assistance under Federal Programs should make applications by July 31. Economic Opportunity Grants, Basic Opportunity Grants, National Direct Student Loans, Nursing Loans, and College Work-Study can be awarded only as long as the funds are available.

A primary requirement for participation in these programs will be need. The college has selected the *College Scholarship Service* method of establishing need. The method requires a filing of the Parents' *Confidential Statement with College Scholarship Service*.

Copies of this form may be obtained from the following places:

1. College Scholarship Service, P. O. Box 176, Princeton, New Jersey 08540
2. A high school counselor in your area
3. The Director of Student Finance, Oakwood College, Huntsville, Alabama 35806.

College Scholarship Service will submit to Oakwood College a Financial Need Analysis Sheet which will help to determine the need of the applicant.

CONFERENCE MATCHING SCHOLARSHIPS

The College in cooperation with the Regional Conferences, offers seventy-two scholarships of \$300.00 each. These are granted on the basis of \$100.00 from the local Conference, \$100.00 from the College, and \$100.00 from the Church where the student holds membership and will be applied during the Winter quarter.

The church and conference may, if they choose, make as many two-way grants as they desire, but the College will match only one scholarship for each student, up to an established quota for each conference. No three-way scholarship will be matched unless it comes through the regional conference involved.

BASIC OPPORTUNITY GRANTS

Congress has voted the new Basic Opportunity Grants to new full-time post secondary students. Under the BOG Program, students are entitled to grants up to \$1400, minus their family's expected contribution to the cost of their education. One may obtain applications from his high school, post office, library or post-secondary institution.

ALUMNI MATCHING SCHOLARSHIPS

The College Alumni Chapter offers four \$100 scholarships. The Alumni gives \$50 and the College matches with \$50.

LOAN FUNDS

The College is prepared to make available financial aid in small amounts to a few worthy students from the following funds:

Frank and Novella Hale Loan Fund, \$1,000.

The George T. Harding Loan Fund of \$750, established in 1967.

The Lieutenant Calvin Elston Peterson Loan Fund of \$1,000, established in 1958 by his parents in his memory.

The Cunningham-Reynolds Loan Fund of \$1,000, established in 1955.

F. L. Peterson Scientific Scholarship Fund, \$2,000.

The Ophelia Elizabeth Turner Memorial Student Loan Fund of \$500, established by Dr. Herbert A. Turner in 1958.

The Dr. Howard Welty Loan Fund, established in 1966.

Lester W. Williamson Loan Fund, \$1,000.

Alyne Dumas Lee Loan Fund, established in 1970 by the Huntsville Civic Opera Society.

Esther Lowe Fund established in 1970, \$375.00.

Espie Carter Fund established in 1972, \$10,000.

E. W. Ward Loan Fund, established in 1968.

The Catherine Hughes Waddell Loan Fund, established in 1971.

SCHOLARSHIP FUNDS

N. E. Burrell Scholarship Fund, \$300.

Presidential Scholarship, \$6,000.

DEGREES CONFERRED

June 2, 1974

BACHELOR OF ARTS

BIOLOGY AND CHEMISTRY

Harrell Edward Robinson

BUSINESS ADMINISTRATION
AND MATHEMATICS

Cephas Ward

ELEMENTARY EDUCATION
AND HISTORY

Nanci Elizabeth Edmond

ELEMENTARY EDUCATION
AND MUSIC

Kerri Geneen Laurence

ENGLISH AND HISTORY

Sylvia Jannice Jackson

HISTORY AND RELIGION

John Levon Williams

HISTORY AND THEOLOGY

Lewis W. Edwards

Robert L. James

PSYCHOLOGY AND THEOLOGY

Claude Shaw, Jr.

BEHAVIORAL SCIENCE

Ruby Jeanette Burgis

Clement Augustus Murray

BIOLOGY

Ebenezer Iheanacho Agoha

Yvonne Dilane Leonard

James Clarence Mosley, Jr.

David Louis Ruff

BUSINESS ADMINISTRATION

Ronald Louis Campbell

Albert LeRoy Dudley

BUSINESS EDUCATION

Rhoda Dawn Lambe

CHEMISTRY

Michael Leon Lester

Nathan L. Lewis

Onyema Aaron Nwaomah

Reginald Sampson

ELEMENTARY EDUCATION

Joetta Peters

Denise La Rue Willis

ENGLISH

Linda L. Ammons

Paula Cassandra Barnes

Marlene Demetrise Carter

Verna Renae Forbes

Beaulah H. (Sheri) Forrest

FRENCH

Damaris Lynn Davison

Lionel Heriveaux

HISTORY

Charles Daniel Battles

L'Tanya Arvillia Brown

Sandra Lamata Calvert

Waldo George McMillan

Dale Allen Patterson

Kathy Jane Wimberly

HOME ECONOMICS

Cheryl Denise Hackney

McKenzie

Lorna Jean Smith

MATHEMATICS

Charles Edward Dudley, II

Gerald Fairbanks Ford

Ronald Lang

Anita Elizabeth Thornton

MUSIC

Doris Alford

BACHELOR OF ARTS (Continued)

PSYCHOLOGY

Monica Beverly Holness
 Sharon Elizabeth Outlaw
 Jocelyn Denise Perkins
 Brenda Faye Rowe
 Marcia Louise Smith
 Samuel Tramel

THEOLOGY

Larry J. Bailey
 Raymond Richard Baker

THEOLOGY (Continued)

James Wallace Cox, Jr.
 Francis Kezeli Gyorkey
 Kenneth Moore
 Mark Antonio McCleary
 Augustus F. Ogiste
 Bozidar Popov
 Melvin Preston
 Booker Talaphoro Rice, II
 Raymond Saunders, Jr.

BACHELOR OF SCIENCE

BEHAVIORAL SCIENCE

Willie James Irvin

BUSINESS ADMINISTRATION

Jacquelyn Annette Dobbins
 Parker R. Fluence, Jr.
 Lawrence Gadson
 Carolyn Anne Johnson
 Eugene Monroe Mason
 Patricia Mitchell
 Eugene Jerald Moore
 Cassandra Denise Robinson
 Emanuel Rodgers
 Susan Yvonn Trusty

BUSINESS EDUCATION

Sharon Rose Hudson
 Carolyn Elizabeth McMillan

DIETETICS

Lily Silvera Wilson

ELEMENTARY EDUCATION

Deborah Byrd
 Cheryl Annette Coy
 Albertha M. Edwards
 Lillian L. C. Forbes
 Evelyn Furlow
 Norian Patricia Hoard
 Edwin James Humphrey, Jr.

ELEMENTARY EDUCATION (Continued)

Gail Marie Jones
 Halcyone Audrelyn Martin
 La Vern Scott
 Berenice Summerville
 Esther Vasciannie
 Pansy Maria Vaz
 Janet J. Watkins

HOME ECONOMICS

Jocelyn Henriett Herring
 Noretta Coral Jenkins
 Joy Sylvia Jennings
 Carolyn Louise Riles
 Karen Marie Elizabeth
 Jackson Simpson
 Paulette Tramel

PSYCHOLOGY

James Arthur Barley
 Gloria Jean LaGrone
 Charles Silas LeMon
 Frederick George Murphy

SECRETARIAL SCIENCE

Alona Eileen Boggess
 Andrea Oneeda Harris
 Cynthia Ellen Nutt

SOCIOLOGY

Alice Miranda Anderson

BACHELOR OF GENERAL STUDIES

CONCENTRATIONS: PSYCHOLOGY, RELIGION AND SOCIOLOGY

Bobbie Laura McGhee Walker

ASSOCIATE IN SCIENCE

SECRETARIAL SCIENCE

Sandra Marie Cox Joan Ellory McLean

DEGREES CONFERRED

July 20, 1974

BACHELOR OF ARTS

RELIGION AND SOCIOLOGY

Wendell Scott Johnson

BIOLOGY

Robert E. Pearman

HISTORY

Yearma Lockdock Falls

Stanley Lamar Mims

MATHEMATICS

Sheridan Brown

PSYCHOLOGY

Emmett L. Florence

Sonia Maria Sealey

RELIGION

Albert Lee Teele

THEOLOGY

James R. Bell

David Coleman

Cornel Miller

Melvin C. Stanley

Ronald J. Wright, Sr.

BACHELOR OF SCIENCE

BUSINESS ADMINISTRATION

Anthony Anderson

Glynis Marie Kilby

Gwendolyn Rochelle Turner

Major Aurelius White, Jr.

BUSINESS EDUCATION

Beatrice Banks

ELEMENTARY EDUCATION

Nina D. Kinnon

Charlene Dossman Pembleton

HOME ECONOMICS

Verna Jacquelyn Bowen

PSYCHOLOGY

Michael Charles Bennett

Marvin Carmichael

David L. Johnson

Michele A. Powell

SECRETARIAL SCIENCE

Rosemary D. Graham

SOCIOLOGY

Queenie Patricia Bryant

Deborah Elaine Duff

BACHELOR OF GENERAL STUDIES

CONCENTRATIONS: ELEMENTARY EDUCATION,
HISTORY AND RELIGION
Shirley Ann Brown

CONCENTRATIONS: BEHAVIORAL SCIENCE, BIOLOGY AND MUSIC
Prince Calvin Ward

GEOGRAPHICAL DISTRIBUTION

1974-75

UNITED STATES

<i>State</i>	<i>Male</i>	<i>Female</i>	<i>Total</i>
Alabama	102	96	198
Arizona	—	2	2
Arkansas	1	—	1
California	68	48	116
Colorado	4	7	11
Connecticut	2	6	8
Delaware	—	1	1
District of Columbia	6	5	11
Florida	21	38	59
Georgia	12	33	45
Illinois	33	35	68
Indiana	7	17	24
Iowa	1	1	2
Kansas	1	3	4
Kentucky	3	3	6
Louisiana	4	12	16
Maryland	4	14	18
Massachusetts	2	5	7
Michigan	33	26	59
Mississippi	7	11	18
Missouri	6	13	19
Montana	—	1	1
Nebraska	—	1	1
Nevada	1	—	1
New Jersey	23	18	41
New Mexico	—	1	1
New York	70	71	141
North Carolina	12	17	29
North Dakota	—	1	1
Ohio	16	31	47
Oklahoma	2	—	2
Oregon	1	2	3
Pennsylvania	19	30	49
South Carolina	6	7	13
Tennessee	8	18	26
Texas	4	8	12
Virginia	7	8	15
Washington	—	2	2
West Virginia	1	—	1
Wisconsin	2	3	5
Total U.S. Enrollment	489	595	1,084

FOREIGN COUNTRIES

<i>Country</i>	<i>Male</i>	<i>Female</i>	<i>Total</i>
Africa:			
Cameroun	1	—	1
Ethiopia	2	—	2
Ghana	1	—	1
Kenya	1	—	1
Liberia	5	—	5
Nigeria	26	1	27
Zambia	2	—	2
Bahamas	7	2	9
Bermuda	13	7	20
Burma	1	—	1
Canada	2	2	4
Costa Rica	—	1	1
England	1	—	1
Holland	1	—	1
Panama	—	3	3
Suriname	2	1	3
Virgin Islands	2	4	6
West Indies:			
Antigua	1	2	3
Barbados	—	2	2
Grenada	1	—	1
Jamaica	5	6	11
Montserrat	—	1	1
St. Vincent	1	1	2
Trinidad	4	1	5
Total Foreign Enrollment	79	34	113
Grand Total (U.S. & Foreign)	568	629	1,197

ENROLLMENT SUMMARY 1974-75**ENROLLMENT BY QUARTERS:**

	<i>Male</i>	<i>Female</i>	<i>Total</i>
Fall Quarter	481	554	1,035
Winter Quarter	459	551	1,010
Spring Quarter	439	529	968
Cumulative	568	629	1,197

ENROLLMENT BY CLASSES (Cumulative):

	<i>Male</i>	<i>Female</i>	<i>Total</i>
Freshmen	264	323	587
Sophomores	127	131	258
Juniors	102	72	174
Seniors	48	53	101
Specials	27	50	77
Total	568	629	1,197

INDEX

A			
Absences	55, 56	Communications	100
Academic Calendar	5	Cooperative Programs	69
Academic Policies	46	Convocations	35, 51
Academic Probation	52	Corrections	56
Academy	34	Correspondence and Extension Work	54
Accounts, Students'	132-133	Counseling Service	37
Accreditation	30	Course Numbers and Symbols	46
Activities, Social	35	Course Schedules	46
Administrative Council and Officers	7, 8	Credit Hours	46, 47
Admissions	40-45	Curricula, Pre-Professional	65
Admission Standards	40	Curriculum Requirements	62
Advance Deposit	131-132	D	
Alumni Association	34	Dean's List	51
Apartments	39	Degrees and Diplomas	58
Application Fee	41	Degrees, Candidacy for	60
Application Procedure	40	Degrees, Conferred	141-144
Applied Music	120	Degrees, Requirements for	58
Applied Theology	129	Departments of Instruction	72
Architecture	69	Discount, Family	136
Art	72	Dismissal	37, 38
Assembly Absences	56	Division Chairmen	9
Attendance Regulations	55	Dormitory Fee	133
Auditing Courses	54	E	
Automobiles	39	Education, Elementary	93
B		Education, Secondary	85, 93
Baccalaureate Degrees, Requirements for	58-62	Education, Vocational	97
Bachelor of General Studies Degree	63	Employment, Student	35
Basic Requirements for Graduation	58	Engineering	69
Bequests and Gifts .. Inside back cover		English and Literature	97
Bible	128	Enrollment Summary	146
Biblical Languages	127, 130	Entrance Fee	131
Bible Instructor Curriculum	127	Errors and Corrections	56
Biology	78-81	Examinations	49
Board of Trustees	6	Examinations, Graduate Record ..	57
Buildings and Grounds	32	Examinations, Proficiency	57
Business Education	84	Executive Committee	6
Business Administration	81-84	Exemption, Courses	50
C		Expenses	127
Calendar for 1975-1976	5	Extension Work	54
Campus of Oakwood College	29	Extra-Curricular Activities Participation	35
Candidacy for Degree	60	F	
Citizenship, Student	38	Faculty	10-17
Change of Program	48	Federal Aid Programs	139
Chemistry	89-91	Fee, Application	40, 131
Class Absences	55	Fee, Entrance	131
Classification of Students	47-48	Fee, Incidental	135
Club	36	Fee, Music	135
Committees of the Faculty	18	Financial Information	131
		Food Services	131
		Foreign Student Training	32

French	115	Medical Technology	70
Freshmen and New Students	42	Modern Languages	115
Freshman Classification	41, 48	Music	116, 135
Funds, Loan	140	Musical Structure and Organization	118
G		Music Education	119
General Information	30	Music History	121
Geographical Distribution	145, 146	N	
Geography	107	Nursing	68, 122-124
Gifts and Bequests .. Inside back cover		O	
Governing Standards	37	Oakwood Academy	34
Grade-point Average (GPA)	51	Objectives	30
Grades and Reports	50	Organizations	34-37
Grading System	50	Orientation	34
Graduate Record Examination	57	Overseas Students	132
Graduation with Distinction	52	P	
Guidance Services	37	Pass-or-Fail Courses	51
H		Payment of Accounts	131
Handbook, Student	37	Physics	114
Health and Physical Education	101	Political Science	106
Health Record	44	Pre-Dental	65, 67
Health Service	35	Pre-Examination Week	49
History	103-107	Pre-Law	65
History of Oakwood College	30	Pre-Medical	65, 66
Home Economics	107	Pre-Occupational Therapy	67
Honor Roll	51	Pre-Physical Therapy	67
Housing	133, 134	Pre-Professional Curricula	65
I		Pre-Medical Record Administration	66
Incidental Fees	135	Pre-Veterinary Medicine	70
Incomplete Work	52	Pre-X-Ray	68
Instructional Staff	10-17	Proficiency Examinations	57
Insurance	135	Property Insurance	136
Interdisciplinary Studies	111	Psychology	73
International Student Admissions ..	45	Publications	33
Intramural Sports	35	R	
J		Refunds	136
Junior Classification	48	Registration, Late	48
L		Registration, Procedure	48
Late Registration	48	Religion and Theology	125
Leaves of Absence	38	Religious Life	35
Liberal Arts Curriculum	62	Religious Services Attendance at	38, 56
Library	34	Remittances	133
Literature and English	97	Repeated Courses	53
Literature Evangelist Scholarships ..	138	Requirements for Graduation, Basic	62
Loan Funds	140	Requirements for Degrees	58
Loans, State and Government	137	Residence Halls	39
Location	31	Rules and Regulations	37, 38
Lyceum	35	S	
M		Scholarships	137-140
Major and Minor	59	Second Bachelor's Degree	61
Married Students' Housing	134		
Mathematics and Physics	112		

Secondary Teacher Education	92
Secretarial Science	86
Senior Classification	48
Social Activities	35
Sociology	75
Sophomore Classification	48
Spanish	115
Special Students	48
Speech	100
Standards	37
Standards for Graduation	58
Student Citizenship	38
Student Classification	47
Student Employment	35, 137
Student Handbook	37
Student Life	34-39
Student Organizations	36, 37
Student Personal Guidance	37
Study Load	47
Suggested Program of Studies	63
Summer Program, H. S. Students	44
Summer School	34
Superintendents of Services	19
Supervisors in Secondary and Elementary Education	17

T

Teacher Certification	92
Terminal Curricula	65-71
Tithe	136
Transcripts	55
Transfer Students	43
Transient Admission	43
Tuition Rates	131
Two-Year Curricula	65-67, 87, 114, 124

U

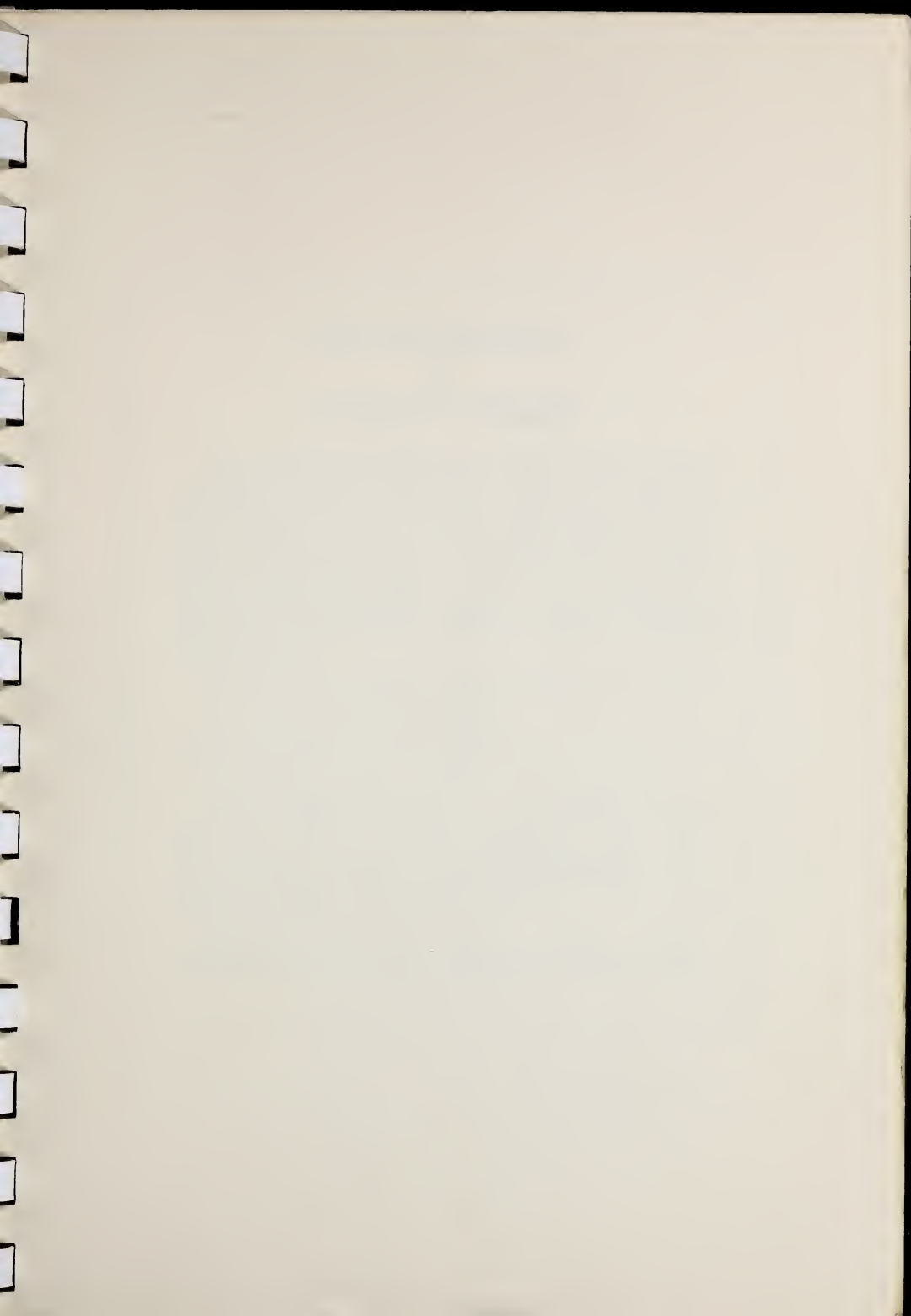
United Student Movement	36
Upper Division, Admission to	47

V

Vehicles, Use of	39
Veterans, Information for ..	32, 44, 138
Veterinary, Two-Four Cooperative	70
Visiting Student Program	55
Vocal and Instrumental Ensembles	122

W

Welcome to Oakwood	20
Withdrawal	45, 49
Work Scholarships	137



GIFTS AND BEQUESTS

for

OAKWOOD COLLEGE

The philosophy of Oakwood College centers around five great objectives—spiritual, intellectual, physical, social, and vocational. In order to meet these objectives as it renders its many services, the College has been blessed with gifts from a few philanthropic friends. These funds have augmented the General Conference subsidy and student tuition. As its circle of educational and vocational activities is widened, however, the spirit of liberality needs to be exercised by many more friends of the College.

Some of the immediate needs include the following:

- (1) Buildings and furnishings
- (2) Equipment—science laboratory, vocational, musical instruments, and visual aids.
- (3) Library books, periodicals, and furnishings.

Gifts to Oakwood College may be in cash or by will and may consist of personal property or real estate. Such gifts may be included in the deductible items which are allowed by the Internal Revenue Department in calculation of income tax in an amount up to 30 per cent of the donor's adjusted income.

For further information please correspond with The President, Oakwood College, Huntsville, Alabama 35806.



*Enter to learn;
depart to serve.*